



LOCATION:

Meeting via teleconference/Zoom only pursuant to NRS 241.023 and Emergency Directive 006. **DATE** Dec. 18, 2020
TIME 9:00 a.m.

**REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY
BOARD MEETING AGENDA**

Meeting via teleconference/Zoom only pursuant to NRS 241.023 and Emergency Directive 006.

The meeting may be viewed live on RTC's YouTube channel at:

bit.ly/RTCWashoeYouTube

PUBLIC NOTICE

I. Pursuant to Section 1 of Governor Steve Sisolak's Declaration of Emergency Directive 006 ("Directive 006"), the requirement contained in NRS 241.023(1)(b) that there be a physical location designated for meetings of public bodies where members of the public are permitted to attend and participate has been suspended. Pursuant to Section 3 of Directive 006, the requirements contained in NRS 241.020(4)(a) that public notice agendas be posted at physical locations within the State of Nevada has likewise been suspended. Pursuant to Section 5 of Directive 006, the requirement contained in NRS 241.020(3)(c) that physical locations be available for the public to receive supporting material for public meetings has been suspended.

II. The RTC has a standing item for accepting public input on topics relevant to the jurisdiction of the RTC. Because specific items may be taken out of order to accommodate the public and/or the Commission, public input on all items will be received under Item 2. Individuals providing public input will be limited to three minutes. Members of the public may provide public comment and also comment on Agenda Items without being physically present at the meeting by submitting their comments via online Public Comment Form (<https://www.rtcwashoe.com/about/contact/contact-form/>), or by emailing their comments to: rtcpubliccomments@rtcwashoe.com. Public commenters may also leave a voicemail at (775) 335-0018. **Comments received prior to 4:00 p.m. on December 17, 2020, will be entered into the record.**

III. The Commission may combine two or more agenda items for consideration and/or may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

IV. To access the supporting materials for the meeting, please click here: [Meeting Materials](#). In addition, a member of the public may request supporting materials electronically from Denise Thompson at the following email address: dthompson@rtcwashoe.com.

V. The RTC appreciates the public's patience and understanding during these difficult and challenging circumstances

****ROLL CALL****

PLEDGE OF ALLEGIANCE TO THE FLAG

SPECIAL PRESENTATION:

- Presentation and Legislative Discussion – Mike Hillerby

1. APPROVAL OF AGENDA *(For Possible Action)*

2. PUBLIC INPUT

Public Input received prior to 4:00pm December 17, 2020, will be added to the record for this meeting. No live comment will be heard during the meeting. See paragraph II above

3. CONSENT ITEMS

Minutes

- 3.1 Approve the minutes of the November 20, 2020, meeting *(For Possible Action)*

Engineering

- 3.2 Acknowledge receipt of the monthly Engineering Activity Report (*For Possible Action*)

Public Transportation/Operations

- 3.3 Acknowledge receipt of the monthly Public Transportation/Operations Report (*For Possible Action*)

Planning

- 3.4 Acknowledge receipt of the monthly Planning Activity Report (*For Possible Action*)
- 3.5 Accept the monthly Summary Report for the Technical, Citizens Multimodal and Regional Road Impact Fee Advisory Committees (*For Possible Action*)
- 3.6 Authorize a request to FTA to use cost savings from the Virginia Street RAPID Extension Project for other capital improvements on South Virginia Street and at 4TH STREET STATION (*For Possible Action*)

General Administration

- 3.7 Acknowledge receipt of the monthly Procurement Activity Report (*For Possible Action*)
- 3.8 Approve modification to RTC Management Policies: Public Involvement for Modifications to Transit Service or Fares (P-18); Transit Passenger and Visitor Standard of Conduct (P-31); RTC RIDE and RTC ACCESS Emergency and Special Events Transportation Requests (P-32); RTC Fixed Route ADA Compliance (P-34); Real Property Acquisition (P-55) and Interlocal Agreements (P-56). Approve deletion to RTC Management Policies: Private Enterprise Participation in the Urban Mass Transportation Program (P-15); Nevada Contractor's License (P-17); Interagency Communication Procedures (P-20); and Soundwalls (P-30). Approve the elimination of Board approval for RTC Management Policies: Drug and Alcohol Free Workplace (P-22); Tuition Reimbursement (P-24); Information Technology Acceptable Use (P-40); Employee Remote Work (P-41); Leave of Absence (Non-FMLA) (P-44); Family and Medical Leave (FMLA) (P-44A); Layoff and Recall (P-51); Exempt Employee Pay (P-52) and Sustainability (P-53) (*For Possible Action*)
- 3.9 Approve letter from the Executive Director to the Agency Review Team of the U.S Department of Transportation identifying federal priorities of the RTC (*For Possible Action*)

Procurement and Contracts

- 3.10 Approve a Professional Services Agreement (PSA) with Nichols Consulting Engineers to provide design services and engineering during construction for the Peckham Lane Project in an amount not to exceed \$392,325, authorize the RTC Executive Director to execute the agreement (*For Possible Action*)

~END OF CONSENT AGENDA~

4. METROPOLITAN PLANNING ORGANIZATION (MPO)

- 4.1 Receive a report on the 2050 Regional Transportation Plan (RTP) and provide direction accordingly (*No Action Required*)

5. FINANCE

- 5.1 Receive a report on the FY 2020 Comprehensive Annual Financial Report (CAFR) for the Regional Transportation Commission of Washoe County (RTC) and authorize staff to submit the document to the Nevada Department of Taxation (*For Possible Action*)

6. PUBLIC TRANSPORTATION AND OPERATIONS

- 6.1 Approve the Regional Transportation Commission's 2020 Coordinated Human Services Public Transportation Plan (CTP) update *(For Possible Action)*

7. DIRECTOR REPORTS

- 7.1 **RTC EXECUTIVE DIRECTOR REPORT** – *verbal report - no action required*
- 7.2 **FEDERAL REPORT** - *no action required*
- 7.3 **NDOT** Monthly updates/messages from NDOT Director Kristina Swallow – *no action required*

8. PUBLIC INPUT

Public Input received prior to 4:00pm December 17, 2020, will be added to the record for this meeting. No live comment will be heard during the meeting. See paragraph II above

9. MEMBER ITEMS

10. ADJOURNMENT *(For Possible Action)*

Pursuant to Section 3 of Directive 006, the requirements contained in NRS 241.020(4)(a) that public notice agendas be posted at physical locations within the State of Nevada has likewise been suspended. Current posting locations:

RTC website: www.rtcwashoe.com, State website: <https://notice.nv.gov/>



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 2

TO: Regional Transportation Commission

FROM:

A handwritten signature in black ink, appearing to read "Bill Thomas", is written over a horizontal line.

Bill Thomas, AICP
Executive Director

SUBJECT: Public Input

This agenda item allows the public the opportunity to provide information on topics within the jurisdiction of the Regional Transportation Commission (RTC). Any person wishing to wait to provide public comment on a specific agenda item should indicate that item number on the “comment” card. The RTC Chair reserves the right to take all public comment during Public Input. Individuals addressing the Board during the Public Input portion of the meeting will be limited to three minutes total. However, an individual acting as a spokesperson for a group of individuals may request additional time. Individuals are expected to provide public input in a professional and constructive manner.

**REGIONAL TRANSPORTATION COMMISSION
WASHOE COUNTY, NEVADA**

FRIDAY

9:01 A.M.

November 20, 2020

PRESENT:

**Bob Lucey, Washoe County Commissioner, Chairman
Neoma Jardon, Reno City Council Member, Vice Chair
Vaughn Hartung, Washoe County Commissioner
Oscar Delgado, Reno City Council Member
Kristopher Dahir, Sparks City Council Member**

**Bill Thomas, RTC Executive Director
Adam Spear, Legal Counsel
Kristina Swallow, Director of NDOT**

The regular monthly meeting, held via Zoom, was called to order by Chairman Lucey. Following the roll call and the Pledge of Allegiance to the Flag of our country, the Board conducted the following business:

SPECIAL PRESENTATIONS, RECOGNITIONS, OTHER:

NEVADA LEGISLATIVE UPDATE – Presented by Mike Hillerby

Mr. Hillerby of Kaempfer Crowell Law Offices gave verbal updates on the current events of the Nevada State Legislature. First, he mentioned that his firm has an in-house bill tracking system that certain RTC staff have access to, and he works very closely with staff to address or ask questions in order to update our legislative representatives on matters related to the agency.

Mr. Hillerby went on to discuss the recent presidential election and some of the pending lawsuits currently in place, adding that to date, most have not been successful. He stated that Nevada has an approximate \$1.3 billion dollar shortfall in its budget needs and all government agencies have been asked to reduce expenses for the next two years in an attempt to balance the budget.

The NV Legislature is not currently in session, so Mr. Hillerby provided a few more general updates, such as the potential loosening of fuel tax funds so they may be used for transit infrastructure. In addition, RTC of Southern Nevada would like to index their fuel taxes in the same manner as RTC Washoe. He then concluded his presentation.

Commissioner Hartung asked about the topic of redistricting and whether that would pertain to only state representatives or also affect the local jurisdictions.

Mr. Hillerby responded that it only applies to state representatives.

**A copy of the full presentation is available by contacting Denise Thompson
(dthompson@rtcwashoe.com)**

I-80 CORRIDOR STUDY UPDATE – Presented by Sondra Rosenberg

Ms. Sondra Rosenberg, Assistant Director of Planning for NDOT, provided information on the purpose of the I-80 Corridor Study, the processes taken, the criteria used, such as to preserve infrastructure, optimize mobility, improve safety, etc. There were ultimately 22 projects, ranked in order of need, with the Spaghetti Bowl being number one. Design is currently underway for that project.

Ms. Rosenberg also provided data on travel routes used to get to and from the Tahoe Reno Industrial Center (TRIC). The information showed that 65.7% of employees still drive alone in their commute to TRIC.

Lastly, Ms. Rosenberg explained the One Nevada prioritization process used with regard to the goals previously listed in the presentation.

Chairman Lucey asked where the data for the TRIC Employee Commute Mode came from and Ms. Rosenberg said the information came out of an employee survey. She added that the RTC's travel demand model was used to determine future increases in commuter traffic.

Vice Chair Jardon asked how the development increases in the region marries up with travel projections and what expectation of RTC Washoe does NDOT have with regard to funding contributions for some of these projects.

Ms. Rosenberg responded that NDOT does not have enough funding for all of the projects needed in the state, so more data needs to be collected about who will benefit most from a specific project, what type of facility will best fit the need in particular area and who will pay for maintenance once a project is completed.

Vice Chair Jardon then expressed her frustration at the lack of any funding out of Storey County for the I-80 improvements being requested for TRIC commuters. She believes they should partner with the RTC and NDOT on that project because the project provides a huge benefit to them.

Commissioner Hartung has the same funding concerns with Storey County and the Tri Center itself. He then asked what the possibility is of adding an HOV lane to reduce the 65.7% of drivers commuting alone.

Ms. Rosenberg said that it is one option being looked into, but NDOT is not ready to make a specific recommendation yet.

Commissioner Hartung said he does not think the US 395/Pyramid Connector Project will be of any benefit until the work is completed on the US 395 widening. He would rather see those funds go toward the northern portion of Pyramid Highway, especially since there is a new school planned for that area.

Commissioner Dahir has a concern with air quality and the possibility of reaching non-attainment. If I-80 is widened, people will most likely begin moving out toward TRIC, which could improve air quality. He then asked for a comparison of what is being spent in Southern Nevada vs. Northern Nevada.

Ms. Rosenberg said that the RTC is currently working on their Regional Transportation Plan update and NDOT obtains much of this information out of that plan, so everything will be looked at again once the updates are completed.

A copy of the full presentation is available by contacting Denise Thompson (dthompson@rtcwashoe.com)

Item 1 APPROVAL OF AGENDA

Executive Director Bill Thomas said that additional information has been provided which clarifies the staff report for agenda Item 3.18. Nothing substantive was changed.

On motion of Commissioner Hartung, seconded by Vice Chair Jardon, which motion unanimously carried, Chairman Lucey ordered that the agenda for this meeting be approved.

Item 2 PUBLIC INPUT

Chairman Lucey opened the meeting to public input and called on anyone wishing to speak on topics relevant to the Regional Transportation Commission (RTC) that are not included in the current agenda. Comments received prior to 4:00 p.m. November 19th are included in this record of the meeting.

Mr. Andrew Samuelson, local resident, submitted written comments via the RTC website on October 15, 2020, at 5:00 p.m. as follow:

Hi. Please move the Center Street Cycletrack schedule up to summer 2022. This is a critical piece of infrastructure to make cycling safe in downtown Reno. This small project should easily be able to be designed in the 1.5-2 years between now and summer 2022.

There being no additional comments submitted, the Chair closed public input.

Item 3.1 thru 3.27 CONSENT ITEMS

Prior to the motion, Commissioner Hartung requested that with regard to Item 3.5, he would like an item be brought to the Board early in 2021 with details on how the RRIF program works and how the funds are spent by jurisdiction.

Minutes

3.1 Approve the minutes of the September 18, 2020, meeting (For Possible Action)

3.2 Approve the minutes of the October 16, 2020, meeting (For Possible Action)

Engineering

3.3 Acknowledge receipt of the monthly Engineering Activity Report (For Possible Action)

3.4 Approve the proposed New Projects for the FY 2022 Program of Projects (POP) (For Possible Action)

3.5 Acknowledge receipt of information regarding an automatic annual increase of 2.38% to the Regional Road Impact Fees as allowed by NRS 278B.225 and required by ordinances adopted by Washoe County, the City of Reno and the City of Sparks (For Possible Action)

Public Transportation/Operations

- 3.6 Acknowledge receipt of the monthly Public Transportation/Operations Report (*For Possible Action*)

Planning

- 3.7 Acknowledge receipt of the monthly Planning Activity Report (*For Possible Action*)
3.8 Acknowledge receipt of the monthly Summary Report for the Technical, Citizens Multimodal and Regional Road Impact Fee Advisory Committees (*For Possible Action*)

Administration

- 3.9 Acknowledge receipt of the monthly Procurement Activity Report (*For Possible Action*)
3.10 Approve amendments to RTC Management Policy P-13 – Procurement, Contracting and Contract Administration and Policy P-57 – Settlement Authority (*For Possible Action*)
3.11 Approve addition of new language to RTC Personnel Rules: Lead Designation and Pay, and approve modification to RTC Management Policy Anti-Harassment (P-3) (*For Possible Action*)
3.12 Acknowledge receipt of Agency Key Performance Indicators (*For Possible Action*)

Procurement and Contracts

- 3.13 Approve Amendment No. 1 to the existing Professional Services Agreement (PSA) between the RTC and Jacobs Engineering Group, Inc. (Jacobs) for the final design of the US 395 / Lemmon Drive Interchange related to the Lemmon Drive Project in the amount of \$519,515 for a new not to exceed amount of \$3,181,447; authorize the RTC Executive Director to execute the amendment (*For Possible Action*)
3.14 Approve Amendment No. 4 to the existing Professional Services Agreement (PSA) between the RTC and Headway Transportation, LLC (Headway) for the design of the North Valleys Phase 3B Project in the amount of \$35,760 for a new not to exceed amount of \$841,840; authorize the RTC Executive Director to execute the amendment (*For Possible Action*)
3.15 Approve a Professional Services Agreement (PSA) with Lumos and Associates, Inc. to provide design and optional engineering during construction services for the Kings Row – Wyoming Avenue to McCarran Boulevard (Kings Row Phase 2) Rehabilitation Project in an amount not to exceed \$604,640; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)
3.16 Approve a Professional Services Agreement (PSA) with Eastern Sierra Engineering, P.C. for design services and optional engineering during construction for the Reno Consolidated 22-01 Project in an amount not to exceed \$757,455; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)
3.17 Approve final Change Order No. 12 (CO 12) increasing the total amount of the construction agreement between the RTC and Granite Construction, Inc. (Granite) for the Southeast Connector Phase 2 Project, by \$2,613,563.48 for a new total amount of \$159,201,819.69; authorize the RTC Executive Director to execute CO 12 (*For Possible Action*)

- 3.18 Approve a Settlement Agreement with Granite Construction Co. to settle all claims in *Granite Construction Co. v. Regional Transportation Commission of Washoe County* and to close-out the Agreement for Construction Work for Phase 2 of the Southeast Connector Project; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)
- 3.19 Approve an agreement with H&K Architects for the design and development of bid specifications and plans for the remodel of the first floor Terminal Way office building multipurpose room in an amount not-to-exceed \$61,830; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)
- 3.20 Approve the agreement with Kaempfer Crowell, Ltd. for supplemental lobbying services on behalf of the RTC in the amount of \$65,000; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)

Inter-Agency Agreements

- 3.21 Authorize the RTC Executive Director to execute the Fiscal Year (FY) 2022 Street and Highway Program Interlocal Cooperative Agreement (ICA) between Washoe County, City of Reno and the RTC (*For Possible Action*)
- 3.22 Authorize the RTC Executive Director to execute the Fiscal Year (FY) 2022 Street and Highway Program Interlocal Cooperative Agreement (ICA) between Washoe County, City of Sparks and the RTC (*For Possible Action*)
- 3.23 Approve the Interlocal Cooperative Agreement (ICA) with the Nevada Department of Transportation (NDOT) for the design and construction of the US 395 / Lemmon Drive Interchange as part of the Lemmon Drive Project; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)
- 3.24 Authorize the RTC Executive Director to sign a Memorandum of Understanding (MOU) between the RTC and the Washoe County Health District (WCHD) to allow the creation of a Point of Dispensing plan to work cooperatively in the event of a widespread health emergency (*For Possible Action*)
- 3.25 Approve the Cooperative Agreement with the State of Nevada, Nevada Department of Transportation (NDOT) for funding of the McCarran Boulevard Corridor Study; authorize the RTC Executive Director to execute the agreement (*For Possible Action*)

Request for Proposals (RFPs)

- 3.26 Authorize a Request for Proposals (RFP) for the selection of Professional Services for the 2022-2026 Transit Optimization Plan (TOP) (*For Possible Action*)
- 3.27 Authorize the procurement of Construction Management Services for the Lemmon Drive Segment 1 Widening Project (*For Possible Action*)

On motion of Commissioner Hartung, seconded by Commissioner Dahir, which motion carried unanimously, Chairman Lucey ordered that Consent Items 3.1 through 3.27 be approved.

Item 4.1 thru 4.2 PUBLIC HEARINGS

4.1 Public hearing - no earlier than 9:05 a.m. Time Certain:

Discussion and recommendation to approve the approve the resolution adopting Amendment No. 3 to the FFY 2020-2024 Regional Transportation Improvement Program (RTIP) and the Self Certification for the metropolitan transportation planning process (*For Possible Action*)

1. Staff presentation
2. Public input
3. Recommendation to approve the resolution adopting Amendment No. 3 to the FFY 2020-2024 Regional Transportation Improvement Program (RTIP) and the Self Certification for the metropolitan transportation planning process

Mr. Daniel Doenges, RTC Planning Manager, addressed the Board to discuss this item and to answer any questions regarding the motion to approve the resolution adopting Amendment No. 3 to the FFY 2020-2024 Regional Transportation Improvement Program (RTIP) and the Self Certification for the metropolitan transportation planning process, as set forth in the briefing materials for this agenda item.

This item being a public hearing, Chairman Lucey opened the meeting to public input and asked if anyone from the public had submitted comments prior to the Nov. 17, 4:00pm. deadline.

Board Clerk Denise Thompson responded that there were no comments submitted for this item and public input was closed.

Commissioner Hartung said he thought we already had two Lemmon Drive projects, so why is it being amended.

Mr. Brian Stewart, RTC Engineering Director, addressed the Board to explain that there was one project with two distinct segments of work. Because the segment closest to the freeway is being expedited and the RTC has partnered with NDOT for this portion, it is prudent to separate the segments into different projects. For the second segment, staff will work with the City of Reno and Washoe County.

Commissioner Hartung stated again that he would like the RTIP to show the Lemmon Drive project extending beyond Chickadee.

Chairman Lucey noted that in the RTIP there are two different fund amounts listed for the widening portion of the Lemmon Drive project and asked why that is.

Ms. Amy Cummings, RTC Deputy Executive Director and Director of Planning, responded that the funding is included for NEPA because there may be some federal actions required with the interchange at US 395. The preference is to use local funds for both sections of this project which will be derived from both state and Washoe County fuel tax.

On motion of Vice Chair Jardon, seconded by Commissioner Delgado, which motion carried unanimously, Chairman Lucey ordered that the resolution adopting Amendment No. 3 to the FFY 2020-2024 Regional Transportation Improvement Program (RTIP) and the Self Certification for the metropolitan transportation planning process be approved.

4.2 Public hearing - no earlier than 9:10 a.m. Time Certain:

Conduct a public hearing pursuant to NRS 277.050 to provide an opportunity for the public to object to the sale of five remnant parcels no longer needed for the Virginia Street Bus RAPID Transit Extension Project (APN 007-183-11; APN 007-183-12; APN 007-183-13; APN 007-183-18; APN 007-183-19) to the Board of Regents of the Nevada System of Higher Education on behalf of the University of Nevada, Reno; adopt a resolution approving a purchase and sale agreement (*For Possible Action*)

1. Staff presentation
2. Public input
3. Recommendation to adopt a resolution approving a purchase and sale agreement

Ms. Amy Cummings, RTC Deputy Executive Director and Director of Planning, addressed the Board to explain why the parcels were originally purchased and that the RTC only needed to use a portion of each parcel for the new RAPID station at the entrance to UNR. UNR would now like to use those parcels as part of their expansion project.

This item being a public hearing, Chairman Lucey opened the meeting to public input and asked if anyone from the public had submitted comments prior to the Nov. 17, 4:00pm. deadline.

Board Clerk Denise Thompson responded that there were no comments submitted for this item and public input was closed.

Commissioner Dahir said thinks this is a good idea and will be good for the region.

On motion of Commissioner Hartung, seconded by Vice Chair Jardon, which motion carried unanimously, Chairman Lucey ordered that the resolution approving a purchase and sale agreement be approved.

Item 5.1 METROPOLITAN PLANNING ORGANIZATION

5.1 Receive a report on the 2050 Regional Transportation Plan (RTP) and provide direction accordingly (*For Possible Action*)

Ms. Amy Cummings, RTC Deputy Executive Director and Director of Planning, gave a presentation update on the 2050 Regional Transportation Plan (RTP) and offered to answer questions, as set forth in the briefing materials for this agenda item.

Commissioner Dahir asked why some of the bus stop improvements are in phase II and III, and is it because of their location being in flood zones and that type of thing.

Mr. Brian Stewart, RTC Engineering Director, responded that a construction agreement is going out for bid this spring for phase II and then in fall, another agreement will go out for bid for phase III. He said these type of projects tend to stack up on each other that way.

Commissioner Hartung suggested that all bus routes be reviewed again for improvements with a consideration for seniors who do not use electronic devices to schedule rides or who usually have appointments at 10:00 a.m. or later, not early in the morning.

Commissioner Dahir said that he is very happy with the new FlexRIDE service and even tried it out himself. He would like the RTC to continue looking at FlexRIDE as an option where a full route is not viable. He then added that Sparks City Hall is not in any FlexRIDE zone.

Vice Chair Jardon said that she can't stress enough how important the education piece of using FlexRIDE is and would like RTC to utilize the senior services in the area to assist with that once things start opening up again, post-COVID.

Bob Lucey believes RTC's scoring criteria creates more of a reactive list than a proactive list, and that Project Readiness should have more weight. He suggested taking five points away from Regional Plan Land Use Priority – TMRPA tier system and adding it to Project Readiness because it better reflects the projects RTC is ready to move forward with. He would also like Project Readiness included as part of the evaluation criteria for New Road Construction projects if possible.

Ms. Cummings responded that the draft scoring is still being worked on and those adjustments could definitely be looked at and different scenarios will be brought for review at the December meeting.

Vice Chair Jardon agrees with the Chairman, adding that at the City of Reno, staff knows what projects are being built in West Reno, how many units will be built, etc., so that is another good way of looking at future needs for roads and transit.

Executive Director Thomas said that the overall thinking on the criteria used is to take what is considered a subjective method of determining project importance and make it more objective.

On motion of Commissioner Dahir, seconded by Delgado, which motion carried unanimously, Chairman Lucey ordered that the report on the 2050 Regional Transportation Plan (RTP) be acknowledged with the direction provided.

A copy of the full presentation is available by contacting Denise Thompson (dthompson@rtcwashoe.com)

Item 6.1 thru 6.3 DIRECTOR REPORTS

Item 6.1 RTC Executive Director Report – verbal report - no action required

RTC Executive Director Bill Thomas spoke on the following topics:

1. On October 22nd, the Sun Valley General Improvement District honored the RTC with its Community Partner Award. The award recognizes RTC's work in the 2015 Sun Valley Corridor Study, led by Amy Cummings, and the community improvements now underway, managed by project manager Maria Paz Fernandez.

In the spring of 2020, the RTC began installation of sidewalks and curb extensions, as well as upgraded storm drains to help control future storm water from 7th Avenue to Highland Ranch Parkway and two accessible pedestrian signals and safe crossing medians have been completed.

This Complete Streets project provides additional safety improvements for all pedestrians within the Sun Valley community, including bike lanes, accessible public transportation stops, frequent and safe crossing opportunities, median islands, accessible pedestrian signals, and more.

Throughout the construction process, the RTC and Q & D Construction have worked closely with and around Sun Valley GID facilities as well as providing safe traveling conditions in the community during construction. Completion of the project will occur in 2021. We are honored to receive this recognition.

2. Last month, we submitted a grant application to the Federal Transit Administration for a COVID-19 Research Demonstration Grant.

The RTC, if successful in this grant, will install dry hydrogen peroxide (DHP) generators in the heating ventilation and air conditioning (HVAC) systems on our public transit buses; and collaborate with Desert Research Institute (DRI) to evaluate the effectiveness of DHP technology to protect bus drivers and passengers from potential coronavirus and other air-borne viruses exposure in a real-world operational environment. Results will be published and shared with industry and vendors to enhance public transit environmental safety for all drivers and passengers.

Grant awards should be announced by the beginning of the year.

3. As part of the 2050 Regional Transportation Plan update, a virtual presentation for the Downtown Reno Circulation Study is now available to the public for review and comment. Information is available on our website at RTC Washoe dot com and social media channels.

This study aims to contribute to Downtown as a safe and attractive destination, support a revitalized Downtown with vibrant public spaces, encourage safe multimodal access to jobs, entertainment and special events, and connect Downtown to surrounding neighborhoods and the University.

We are accepting comments through Friday, December 11, 2020.

4. As a member of the Regional Information Center, a coalition of regional partners, including the cities of Reno and Sparks, Washoe County and the Washoe County Health District, among others, the RTC is supporting the Mask On Move On campaign with public service announcements on our fixed-route buses and RTC's social media channels. This campaign reminds the public to wear a mask and socially distance in private and small crowd gatherings.

As our social bubbles expand, we're letting comfort and familiarity with those we trust creep back in. And while (for the most part) we're more accepting of the perceived discomfort / strangeness of mask wearing in public because we're with strangers, when we're in private gatherings we are more willing to slip when we're with those we know and trust. The goal of the campaign is to deaccelerate the climbing rate of COVID-19 cases in the county and safely return to life as usual. As we approach the holiday season, we should be vigilant to safeguard our health and safety, and of those around us.

For more information, go to Mask On Move On dot com.

5. November 13th, the RTC partnered with the Washoe County Human Services Agency, the Sparks Target store and KOLO 8 News Now, to support the 2020 Children in Care Stuff A Bus Drive-By Donation Drive to benefit foster and adoptive children in our community.

The County's Human Services Agency currently serves more than 700 kids in care. We surpassed last year's donations by collecting more than \$11,000 dollars' worth of warm weather clothes, gift cards and cash contributions.

Donations will be distributed through the Family Engagement Center in Sparks, which is the main site for ongoing support to families throughout the winter months.

6. Lastly, in an effort to support their employees during these tumultuous times, MTM Transit, the RTC's paratransit and FlexRIDE service operator, provided each employee with a \$15 voucher to use toward a Butterball turkey for Thanksgiving. And next Monday, Keolis, RTC's fixed-route provider, will be distributing giant Pumpkin Pies to each of their staff to enjoy on Thanksgiving Day.

I would like to thank Keolis and MTM and their frontline employees for ensuring that essential transit services are provided in our community. We are all thankful for their service and commitment to our community. Happy Thanksgiving everyone.

Item 6.2 RTC Federal Report –*No action required*

A written report is provided, as set forth in the briefing materials for this agenda item.

Chairman Lucey said his main concern with the new administration will be who is named the Secretary of Transportation. He hopes to eventually be able to travel to Washington DC to meet with our existing and newly elected federal delegates.

Item 6.3 NDOT Director Report – *verbal report - no action required*

NDOT Director Kristina Swallow addressed the Board to provide updates on current Nevada safety statistics, the Spaghetti Bowl SBX project, US 395 North, and the new Parr Bridge.

Dir. Swallow then went over the 2021 – 2024 NDOT Work Program, the 2011 – 2020 Project Expenditures, STIP programming by county and lastly, she provided follow-up information on questions from prior meetings and noted that Jeff Lerud became the new Leadership Team Member.

Commissioner Dahir said for the record that he believes the advanced signal warning system is not effective enough and he understands that NDOT looks at crash data to make their determinations on these warning systems, but they don't see what local residents see every day.

Commissioner Dahir added that he believes the STIP funding for Washoe County is quite low and would like to know how these percentages of fund allocations are determined.

Vice Chair Jardon said she understands the difference in funding needs based on populations, but also noticed that while there were three projects occurring in Northern Nevada, there were seven projects occurring in Southern Nevada.

Commissioner Hartung requested improvements be made on Pyramid Highway out near Egyptian and agrees with Commissioner Dahir that the advanced warning systems are not good enough as they currently operate.

Commissioner Lucey noted that there is an open seat for a rural county on the NDOT board and asked Director Swallow if she knows when that seat will be filled.

Dir. Swallow responded that she does not know when it will be filled as it is a Governor appointed position.

Chairman Lucey then asked for a presentation to be brought on how CMAQ funds are collected and how the allocation determination is made.

Item 10 *PUBLIC INPUT*

Chairman Lucey opened the meeting to public input and called on anyone wishing to speak on topics relevant to the Regional Transportation Commission (RTC) that are not included in the current agenda.

There being no additional comment submitted prior to the deadline of Nov. 17 at 4:00pm, the Chairman closed public input.

Item 11 *MEMBER ITEMS*

Commissioner Hartung would like a presentation sometime in early 2021 on the RRIF program, how many credits exist, what's on the market and how they are able to trade the credits. He would like the RTC to provide a training on the program as well.

Chairman Lucey would like a discussion on a new bus yard, potential properties in mind and changes at the Villanova location.

Chairman Lucey would also like to have a legislative policy discussion for both state and federal legislations.

Item 12 *ADJOURNMENT*

There being no further business to come before the Board, the meeting adjourned at 11:34 a.m.

BOB LUCEY, Chairman
Regional Transportation Commission



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 3.2

TO: Regional Transportation Commission

FROM: Brian Stewart, P.E.
Engineering Director

Bill Thomas, AICP
Executive Director

SUBJECT: RTC Engineering Activity Report

RECOMMENDATION

Acknowledge receipt of the monthly Engineering Activity Report.

BICYCLE AND PEDESTRIAN IMPROVEMENTS

Bus Stop Improvement and Connectivity Program

The program is a multi-year effort to upgrade existing bus stops to comply with state and federal requirements, including the Americans with Disabilities Act (ADA). The first phase of bus stop improvements located within public right-of-way (13 bus stops) is complete. The process of obtaining necessary easements for other locations is ongoing. The design consultant, CA Group, submitted easement packages for the second phase (37 bus stops) in July and acquisition work continues.

Comments from the sixty percent (60%) design submittal are being addressed for Phase 3 (45 bus stops) and Phase 4 (90 bus stops) packages. A design review meeting for Phase 3 was held in November and the team is coordinating with the Washoe County School District to determine the best location for bus stops and crossing improvements on Neil road. Conceptual designs and cost estimates for the Sharlands bus stop are under review to determine the preferred option to carry forward to construction. The acquisition process is underway with title reports on order for Phase 3 and final surveys being conducted.

Center Street Multimodal Improvements Project

RTC started the design phase on September 21, 2020. The project includes sidewalk improvements and pavement rehabilitation along with a two-way cycle track from Moran Street to Ninth Street in Reno. Traffic signals along the corridor will be replaced/upgraded. A southbound bike lane and northbound sharrow are proposed to be placed on Center Street from Virginia Street to Moran Street. Bike lanes connecting to the existing bike facilities on Holcomb Avenue are being proposed on Moran Street. The final design is expected by the end of winter 2022 with construction anticipated to begin in the summer of 2023.

Mill Street (Terminal Way to McCarran Boulevard)

The scope of this project is to design and construct various Complete Street improvements along Mill Street from Terminal Way to McCarran Boulevard, as identified in the RTC Complete Streets Masterplan completed in July 2016, and the Mill/Terminal corridor study completed in March 2013. The emphasis of this project is to assess and identify improvements for pedestrians, bicyclists, and transit riders, as well as motorists. Deficiencies in pedestrian access related to Charter Schools and AACT High School in the area as well as a number of ADA deficient bus stops will be addressed.

Preliminary design is complete and 90% plan review comments have been received from the agencies. An amendment to the design contract has been approved that will split the project into two phases and provide for construction management services. Phase 1 will be from Rock Boulevard to McCarran Boulevard and Phase 2 will be on Mill Street from Terminal Way to Rock Boulevard. The right-of-way acquisition process for both phases is underway.

CAPACITY/CONGESTION RELIEF PROJECTS

ITS Pilot Project, Design of Phase 2 ITS Connectivity

The pilot project connected traffic signal systems of the City of Reno, the City of Sparks, Washoe County, and NDOT through fiber optic communication lines. This project also includes design of Phase 2A and 2B, which will expand communication to outlying signal systems and install ITS devices to monitor and remotely adjust traffic signals to respond to special events, changing traffic conditions, traffic incidents, and to provide information to drivers. Construction of the Pilot Project is complete. The ITS Phase 2A Project is complete. Phase 2B is currently under construction with a tentative completion in the winter of 2020.

ITS Phase 3

The project includes conduit and fiber optic cable at the following locations:

- Lake Street from 1st Street to 2nd Street;
- Lemmon Drive from North Virginia Street to US 395; and
- Rock Boulevard from Greg Street to Prater Way

Also included in ITS Phase 3 is a Road Weather Information Sensor (RWIS) at Sharlands Avenue at Robb Drive. The project will install 20 Gridsmart Performance Packages. These are upgrades to existing Gridsmart detection systems and can detect/count pedestrian and bicycles. Currently, the project is at the 90% design phase.

North Valleys Package 3B

Package 3B includes adding capacity to the right turn lane at North Virginia Street/Business 395. This project also includes improvements to two bus stop pads located within the project area, and associated access and drainage improvements. Redesign is underway for a part of the storm drain system due to NDOT permitting requirements. The project is scheduled for construction in spring 2021.

Sparks Boulevard Project

This project seeks to increase safety, maintain roadway capacity and improve bicycle and pedestrian facilities by widening Sparks Boulevard to six lanes between Greg Street and Baring Boulevard. Professional engineering services are underway with Atkins North America, Inc., to begin environmental studies and preliminary design.

The RTC, in cooperation with the City of Sparks, Nevada Department of Transportation (NDOT) and the Federal Highway Administration (FHWA), is initiating an Environmental Assessment (EA) to evaluate and document the proposed Project's potential impacts.

The Project team continues to evaluate alternatives and incorporate public comments from the Public Scoping Meeting that meet the purpose and need of the Project.

Traffic Signal Timing 6 Project

Following a three-year cycle schedule, the project includes review and timing optimization of approximately one-third (1/3) of the signals in the region per year. For 2020, this begins a new cycle where signals that were retimed in 2016 will be reevaluated and retimed to address the changes to traffic demand. For 2020, approximately 95 intersections will have revised timing implemented. Timing plans are developed in coordination with the local entities and the University of Nevada, Reno. In the process, reevaluation of the other settings, such as vehicle passage times, are calculated at each intersection to make sure they are up to current standards.

Progress through September 2020:

- Sparks Boulevard (12 Signals) – Greg Street to North Los Altos Parkway – Completed
- Wells Avenue (9 Signals) – Ryland Avenue to Sadlier Way – Completed
- South Virginia Street (11 Signals) – Vassar Street to Peckham Lane – Completed
- Plumb Lane (8 Signals) – Hunter Lake Drive to Kirman Avenue – In Progress
- Kietzke Lane (8 Signals) – E. 2nd Street to Peckham Lane – In Progress

Traffic Engineering (TE) Spot 9 – Package 1 Project

The project includes:

- Traffic signal improvements at the intersection of Sharlands Avenue and Mae Anne Avenue;
- Installation of battery backup systems for signalized intersections on Sun Valley Drive from Scottsdale Road to 7th Street;
- Minor striping improvements to improve traffic flow at Pyramid Way at York Way; and
- Completion of a traffic study to determine potential improvements to the southbound right turn lane at the intersection of Vista Boulevard and Baring Boulevard. This component of the project will not move forward due following a cost benefit analysis.

Titan Electrical Contractors was awarded the construction contract in July 2020 and construction will begin at the end of 2020 when traffic signal equipment arrives.

Traffic Engineering (TE) Spot 9 – Package 2 Project

The project includes various traffic updates throughout the Reno/Incline area:

- Traffic signal cabinet and camera upgrades at various intersections in the Reno area;
- New traffic signal at the intersection of Rock Boulevard/Edison Way; and
- 4th Street/Mesa/Woodland intersection study for future improvements.

Titan Electrical Contractors was awarded the contract earlier this year and construction is anticipated to begin in December 2020.

Traffic Engineering (TE) Spot 10 – Fuel Tax Project

The project is currently in the preliminary design phase and includes:

- Traffic signal at the intersection of Veterans Parkway and Long Meadow Drive;
- Update traffic signal equipment at the intersection of Victorian Avenue and 16th Street; and
- Rectangular Rapid Flashing Beacon (RRFB) installation at various locations within Reno, Washoe County and Sparks.

Traffic Engineering (TE) Spot 10 - South Project

The project is currently in the preliminary design phase and includes:

- A new roundabout at the intersection of 4th Street and Woodland Avenue;
- Geometric improvements at the nearby intersection of 4th Street and Mesa Park Road; and
- Left turn bay extension for the southbound left turn lane at South Virginia and Kietzke Lane.

Traffic Engineering (TE) Spot 10 - North Project

The project is currently in the final design phase and includes:

- A Traffic Signal improvements at the intersection of Clear Acre Lane/North McCarran Boulevard; and
- Traffic Signal improvements at the intersection of El Rancho Drive/Victorian Avenue.

CORRIDOR IMPROVEMENT PROJECTS

Arlington Avenue Bridges

The Arlington Avenue Bridges Project is a feasibility study to analyze possible replacement bridge types and aesthetic themes, document design and environmental criteria, improve safety and multi-modal access in the Wingfield Park area, and review flood-capacity requirements. The crossing of the Truckee River at Arlington Avenue has served the community of Reno and provided access to Wingfield Park for nearly a century. The bridges were built in the 1930's and, while structurally safe to drive over, they are showing signs of wear resulting from the variety of modifications over the years, their age and the repeated exposure to flood events.

The Stakeholder Working Group has agreed on three alternatives to carry forward for further analysis: 1) single-pier precast concrete girder 2) single-pier cast-in-place concrete box girder 3) clear span rigid frame. The team has developed material for the third Stakeholder Working Group meeting that will be held virtually in December. The meeting anticipates a focus on aesthetic themes. The goal is to gain concurrence from the group on which aesthetic theme packages should

be carried forward. Multiple technical memorandums are under review and will provide supporting documentation for the final report. Cost estimating and potential funding research for the bridge alternatives is underway.

The feasibility study is scheduled to be complete next year. Once the feasibility study is complete, a Request for Proposals will be advertised for the NEPA/Design phase of the project. Construction of the bridges is anticipated to begin in 2026.

Lemmon Drive Project

The project includes widening Lemmon Drive from US 395 to Military Road from four lanes to six lanes and reconstructing the US 395/Lemmon Drive interchange (Segment 1) and widening Lemmon Drive from Fleetwood Drive to Chickadee Drive from two lanes to four lanes (Segment 2).

The final design of Segment 1 is underway. The 90% plans and specifications are under agency review. The US 395/Lemmon Drive interchange design continues to progress. The anticipated construction start date is spring 2021.

The project team continues the Level 2 screening process for the top three alternatives. The top three alternatives were presented to the RTC Board at the August 20, 2020, meeting. The Level 2 screening process includes a qualitative evaluation where the top alternatives are screened on the criteria developed and agreed upon by the Technical Advisory Committee (TAC).

Oddie Boulevard/Wells Avenue Improvement Project

Ninety percent (90%) Design comments are being received from NDOT, the City of Reno and the City of Sparks. Additional information can be viewed at: <http://oddiewellsproject.com/>.

Pyramid Highway and US 395 Connection

NDOT continues to work on the design of Phase 1 that consists of increased roadway capacity and multimodal improvements on Pyramid from Queen Way to Golden View Drive. Design of this phase is anticipated to be complete in 2022. The RTC and NDOT are working on an amendment to the existing agreement associated with NDOT's administration of the project design and construction. In addition, the RTC will be working closely with the Federal Highway Administration to complete the BUILD grant process over the next several months. With the receipt of the \$23 million grant, construction of Phase 1 is anticipated to begin in 2023. The estimated overall Phase 1 cost is \$54.1 million.

Sun Valley Boulevard Corridor Improvement Project

Construction activities are completed from Staci Way to Highland Ranch Parkway. Traffic is open both ways with no restrictions. The completion of the intersection of Sun Valley Boulevard and 7th Avenue are being put on hold due to colder temperatures until next year when temperatures are high enough for optimal paving work. Additional information can be viewed at: <http://SunValleyBlvd.org>

Truckee River Shared Use Path Project

The proposed pathway will start at John Champion Memorial Park and continue along the south side of the Truckee River.

The RTC is working to acquire easements necessary for the pathway. The application for the required United States Army Corp of Engineers (USACE) 408 permit has been approved by Carson Truckee Water Conservancy District, contingent on approval by the USACE. The Truckee River Shared Use Path Project has submitted an application to USACE for a Section 408 Permit because portions of the pathway encroach the 14,000 cubic feet per second water surface elevation along the Truckee River. Coordination with USACE continues regarding the processing of the application.

This project was included in the fiscal year (FY) 2017 Program of Projects. The design portion of this project is funded through federal funds and includes oversight by NDOT through a Local Public Agency (LPA) agreement. The project will be constructed by NDOT through the agreement approved for the Spaghetti Bowl Xpress (SBX).

Virginia Street RAPID Extension

South Virginia Street has been open to two-way traffic since mid-August. The contractor has continued during the month of November to finish ancillary items of work along this segment of the corridor.

Roadway reconstruction was completed along the North Virginia Street segment of the project this last month. The project achieved substantial completion, with the exception of the delivery and completion of long lead-time scope items. This includes glass panels at the bus rapid transit stations within this segment and landscaping work that is expected to be complete just after the first of the year.

Additional information can be viewed at: <http://virginiastreetproject.com/>

PAVEMENT PRESERVATION PROJECTS

2021 Preventive Maintenance (Various Locations)

The 2021 Preventive Maintenance project consists of patching, crack sealing and slurry seal activities on approximately 200 lane miles of roadway. Lumos & Associates, Inc., is currently working on the scope for this year's program.

Golden Valley Road Rehab Project

The project includes rehabilitation/reconstruction of Golden Valley Road from Yorkshire Drive to North Virginia Street. Lumos & Associates, Inc., is the consultant for Design and Engineering During Construction services. The RTC and Union Pacific Railroad (UPRR) are entering into an agreement for railroad crossing improvements. Construction is anticipated to begin in the spring of 2021 and be complete by the end of the summer of 2021.

Kings Row Rehab Project – Phase 1

The project includes rehabilitation/reconstruction of Kings Row from Keystone Avenue to Wyoming Avenue. Lumos & Associates, Inc., is the consultant for Design and Engineering During Construction Services. The 90% design plans are under review by the RTC, City of Reno and the utility companies. Work is also progressing to obtain rights to easements for ADA compliance. This project is on track for construction in 2021.

Kings Row Rehab Project – Phase 2

The project includes rehabilitation/reconstruction of Kings Row from Wyoming Avenue to McCarran Boulevard. Lumos & Associates, Inc., has been selected as the consultant for Design and Engineering During Construction Services. The professional services agreement for this work was approved at the November 2020 RTC Board meeting. A notice to proceed for Lumos to commence design work is expected in December.

Newport Lane Rehab Project

The project includes rehabilitation/reconstruction of Newport Lane from Link Lane to McDaniel Street. CA Group is the consultant for Design and Engineering During Construction Services. The 90% design plans are under review by the RTC, City of Reno and the utility companies. Design will be complete late 2020/early 2021. The construction start date will be determined in early 2021.

Reno Consolidated 20-01 – Mayberry Drive, California Avenue and First Street

The project includes rehabilitation/reconstruction of the following street segments: Mayberry Drive from Memory Lane to California Avenue, California Avenue from Hunter Lake Drive to Booth Street, and First Street from Sierra Street to Virginia Street. Nichols Consulting Engineers (NCE) is working on incorporating agency/public comments, design and grading of improvements. Utility coordination meetings and property acquisition are ongoing. Ninety percent (90%) design submittal is scheduled for December. Construction is scheduled to begin in the summer of 2021.

Reno Consolidated 21-01 – Lund Lane, Armstrong Lane and Yuma Lane

The project includes rehabilitation/reconstruction of the following street segments: Lund Lane from Wedekind Road to Northtowne Lane; Armstrong Lane from Susileen Drive to Yuma Lane; and Yuma Lane from Armstrong Lane to Hunter Lake Drive. Eastern Sierra Engineering (ESE) is the consultant providing Design and Engineering During Construction Services. The project team is currently incorporating agency design review comments and public comments received in September. Design of the project is complete. Advertisement for bids is expected in January 2021. Construction is anticipated to begin in the spring of 2021.

Sky Vista Parkway Widening and Rehabilitation Project

The project includes rehabilitation/widening of Sky Vista Parkway from just east of Vista Knolls Parkway to Silver Lake Road. Atkins Engineering, SNA-Lavalin (Atkins) is the consultant for Design and Engineering During Construction Services. Final design is anticipated to be complete in May 2021. The construction schedule has yet to be determined, pending final design, right-of-way acquisition and coordination with other projects near this project.

Sparks Consolidated 21-01 – Packer Way and Wild Island Court Project

The project includes rehabilitation/reconstruction of Packer Way from Glendale Avenue to the Cul de Sac and Wild Island Court from Lincoln Way to the Cul de Sac in the City of Sparks. Wood Rodgers Inc., is the consultant for Design and Engineering During Construction Services. Construction is scheduled for the spring of 2021. Fifty percent (50%) plans have been completed and reviewed. Wood Rodgers Inc., is currently developing 90% plans and bid documents.

OTHER PROJECTS

Park Lane RAPID Station Project

The Park Lane RAPID Station is located just south of Plumb Lane on the east side of Virginia Street. Stantec Consulting Services, Inc., is the consultant for Architectural and Engineering Services. The Professional Services Agreement was effective March 18, 2019. Q&D Construction began construction in July 2020. The project was substantially complete in November 2020, pending NV Energy work to install a transformer to power the station. That work is tentatively scheduled for early December 2020.

REPORT ON NEGOTIATED SETTLEMENT AGREEMENTS FOR THE ACQUISITION OF PROPERTY

Project	Property Owner	Purchase Amount	Amount Over Appraisal
TE Spot 9, Package 2	Kristine Nuss and The Nuss Family Trust	\$1,000.00	\$0
Mill Street Complete Street Project	Turner Land Company	\$25,980.00	\$0
Mill Street Complete Street Project	Glacier Bank	\$1,545.00	\$0
Mill Street Complete Street Project	Hamilton Company	\$4,060.00	\$0
Mill Street Complete Street Project	Icegen, LLC	\$4,380.00	\$0

CONTRACTS UP TO \$50,000

None



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 3.3

TO: Regional Transportation Commission

FROM: Mark Maloney
Director of Public Transportation and
Operations

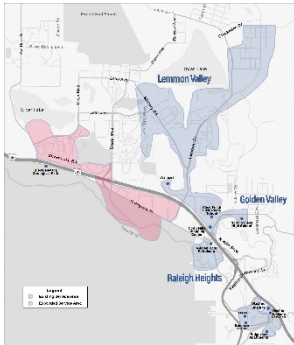
Bill Thomas, AICP
Executive Director

SUBJECT: RTC Public Transportation and Operations Report

RECOMMENDATION

Acknowledge receipt of the monthly Public Transportation and Operations Report.

HIGHLIGHTS



FlexRIDE Expansion - North Valleys FlexRIDE Service Area Expansion - On Saturday, December 19, the North Valleys FlexRIDE service area is expanding to cover additional residential and employment areas for our passengers. This expansion is in response to a meeting held with Reno Councilwoman Bonnie Weber to discuss the current service and opportunities for improvement. The expansion is along Virginia Street, north of Lemmon Drive, and into the neighborhood along Silver Lake Road, between Stead and Moya Boulevard.

The Sparks Municipal Building was recently added as an additional destination to the Sparks-Spanish Springs FlexRIDE service.

In an effort to promote all of the FlexRIDE services, a flier is being created that will include a weekly pass through Token Transit for new passengers to the service. The flier will be released to coincide with the expansion and new users will have up to 6 months to redeem the electronic pass.

Two New Proterra Catalyst Buses Delivered and Two New 125 Kw Bus Chargers Installed at 2050 Villanova - The two new buses are designated for the 100% electric Virginia Street BRT expansion to UNR. These buses are upgrades from our existing Proterra Catalyst Buses and have dual power drive and 800V systems (instead of 400V on our existing buses) to improve energy efficiency and power. These buses will have up to 15% increase in efficiency.



They have lighter weight seating, USB ports, a diesel auxiliary heater (for extended range operations in winter), and Zonar advanced technology for vehicle inspections. These buses will go into service for the Virginia Street BRT in mid-February.



Two new DC fast chargers were installed at 2050 Villanova and will charge the new buses at 125 kW per hour (instead of 60 kW per hour from our existing chargers) and will reduce recharge times by 50%. Proterra buses are assembled in the City of Industry plant in Southern California.



17 Hybrid Electric New Flyer Buses Begin Arriving

– In late November, RTC began receiving new hybrid diesel electric buses which will replace the older diesel Gillig buses in the RTC RIDE fleet that have met or exceeded their useful life. These new buses will have up to a 30% improvement in fuel economy and emissions reduction over the old diesel buses. They have the added feature of “Green Zone” operations which allows the engine to be turned off and the bus to operate on full electric mode for up to 17% service range. This will allow the creation of emissions free “Green Zones” around 4th STREET STATION and CENTENNIAL PLAZA where the buses will operate on full electric mode with no tail pipe emissions. Expansion of the “Green Zones” into other transit concentrated areas or other social/economic areas may be possible in the future as the limits of this technology are explored.



RTC Receives Grant for Transit Infrastructure Monitoring - The RTC will receive \$131,661 from the U.S. Department of Transportation’s Federal Transit Administration (FTA) to partner with the University of Nevada to demonstrate real-time transit infrastructure monitoring in the City of Reno. The monitoring system, which will use 3D imaging, cameras and LiDAR, will assist RTC in maintaining its transit system in a state of good repair. RTC staff will collaborate with the University to develop a digital model of RTC’s transit assets throughout the city, such as bus stops, bus stations and other transit infrastructure. Sensors will then be placed on these assets and on RTC buses to track and identify potential maintenance and repair issues (i.e., graffiti, trash, broken glass) so they can be addressed immediately and digitally monitored.

RTC RIDE KEY HIGHLIGHTS

- Keolis management delivered giant Pumpkin Pies to its staff on Monday, November 23rd, prior to the Thanksgiving holiday.
- Keolis reported two positive COVID-19 cases, not specifically related to being at work, making the total thus far at 5 employees or less than 2% of the workforce.
- Hard plexi-shields have arrived and are being installed and retrofitted in the driver compartment area of the entire bus fleet.
 - This effort continues to be RTC's and Keolis' commitment to the safety and security of the bus operators.
- Final training sessions for Zonar were delivered through Keolis' safety meetings for the soft roll-out date that occurred mid-November.
 - Zonar technology replaces the paper based pre/post trip defect notification mechanism.
- Keolis is actively working with its scheduler along with RTC staff to further maximize utilization of the 1st generation electric Proterra fleet.
- October marked the first month of Keolis' "*Team Competition*" wherein five supervisor teams competed against each other for best: Safety, Attendance, and Customer Service record.
 - The winning team will earn gift cards to Starbucks or a grocery store.
- Keolis hosted a Halloween contest for best Halloween face mask.
 - Top 3 winners were awarded various prizes.



RTC ACCESS KEY HIGHLIGHTS

- MTM provided each one of its employees with a \$15 Butterball voucher prior to the Thanksgiving holiday.
- MTM regularly reminds staff to "Stay safe, stay aware and help stop the spread" by wearing masks.
- MTM's November Safety Blitz focused on safe driving using the LLLC (Look Ahead, Look Around, Leave Room and Communicate) Operators were involved in creating a safety message where they were posted on the Safety Board for everyone to see.

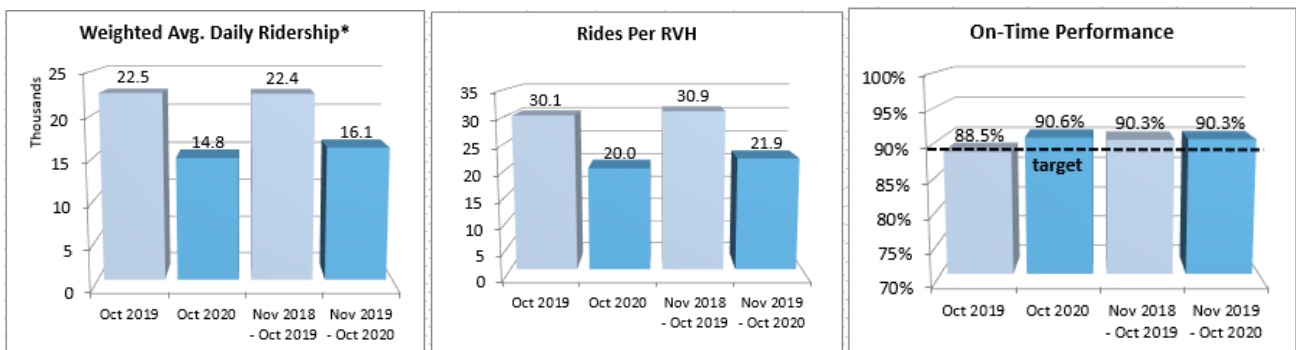


TRANSIT DEMAND MANAGEMENT (TDM) UPDATE

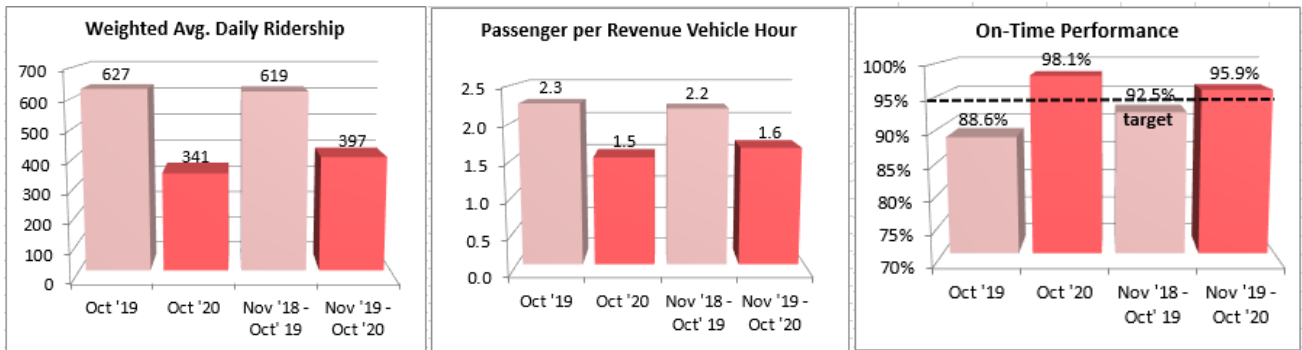
- Vanpools rose to 222 from 221 with over 130 of those serving the Tahoe-Reno Industrial Center (TRIC). Vans are still running to the Army depot, the prisons and Air National Guard. Tesla has continuous operations. Battery Systems, which had turned in their 2 vans in June, returned to the program with 3-15 passenger vans to help with social distancing. The Vanpool program has not only rebounded to its pre-pandemic level, but has added to that total. Staff will continue to monitor this situation.
- RTC staff is putting a hold on the Transportation Management Association (TMA) and plans to hold a workshop in the spring, either in person or virtually. A virtual meeting was held October 25th with the TMA working group wherein it was agreed upon to postpone the workshop. The next meeting will held in January or February to select a date or dates for the presentation.
- With the City of Reno updating its zoning ordinances, the trip reduction ordinance was pulled out of the planning ordinance and will be placed under the business license process. RTC staff continues to work with City of Reno Planning staff to finalize this initiative.
- Staff is planning on meeting with the student council at UNR in the spring. The Senate is looking to vote on adding a fee which would permit the University to charge the students for the ED pass program beginning in FY 2022.
- Staff continues to work with a developer to include a bus pass subsidy program in a redeveloped apartment complex in Reno. Another developer sent out a survey to its tenants to gauge transit interest near Centennial Plaza. Staff is working to arrange a meeting with the developer at the new RED development in Reno.

OCTOBER 2020 TRANSIT PERFORMANCE

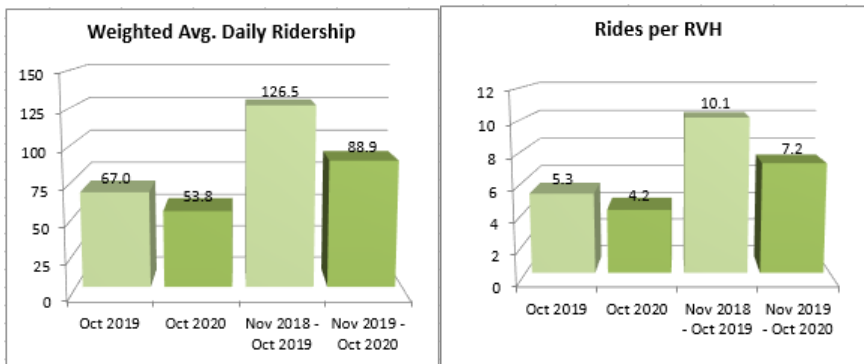
RTC RIDE



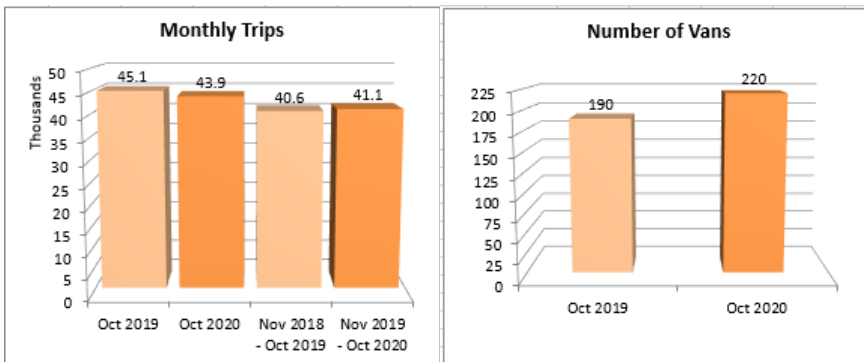
RTC ACCESS



TART



RTC VANPOOL



Attachments

RTC Transit Performance Statistics¹

Performance Indicator	Current month compared with same month last year			Current 12-months compared with previous year		
	Sep 2020	Percent Change	Sep 2019	Oct 2019 - Sep 2020	Percent Change	Oct 2018 - Sep 2019
Monthly Ridership*	444,029	-34.1%	674,204	6,042,403	-26.0%	8,159,969
Weighted Avg. Daily Ridership*	14,906	-35.4%	23,065	16,709	-25.8%	22,523
Revenue Vehicle Hours (RVH)	21,957	0.1%	21,925	265,398	1.7%	261,058
Rides Per RVH	20.2	-34.2%	30.8	22.8	-27.2%	31.3
Revenue Vehicle Miles (RVM)	234,932	-2.0%	239,752	2,913,371	1.9%	2,859,624
Complaints Per 25,000 Rides	3.94	-16.3%	4.71	3.60	-0.3%	3.61
On-Time Performance ²	90.6%	2.3%	88.5%	90.3%	0.1%	90.3%

Performance Indicator	Aug 2020	Percent Change	Aug 2019	Sep 2019 - Aug 2020	Percent Change	Sep 2018 - Aug 2019
Revenue	\$414,574	1.4%	\$408,806	\$3,788,382	-23.4%	\$4,945,406
Farebox Recovery Ratio	14.5%	-4.8%	15.2%	11.9%	-27.3%	16.4%
Subsidy per Ride	\$5.56	73.4%	\$3.21	\$4.47	45.4%	\$3.07

¹ RTC Transit includes RTC RIDE, RTC RAPID, RTC REGIONAL CONNECTOR, and UNR Midtown Direct

² Percent of trips zero min. early and five minutes or less late

* - May 2019, the RTC started using a new passenger counting system. Data before May 2019 is adjusted for the new method.

RTC ACCESS Performance Statistics

Performance Indicator	Current month compared with same month last year			Current 12-months compared with previous year		
	Sept '20	Percent Change	Sept '19	Oct '19 - Sept '20	Percent Change	Oct '18 - Sept '19
Monthly Ridership	10,177	-44.7%	18,410	149,067	-33.7%	224,917
Weighted Avg. Daily Ridership	341	-46.8%	641	420	-31.5%	614
Revenue Vehicle Hours	6,929	-14.7%	8,124	86,784	-13.9%	100,794
Passenger per Revenue Vehicle Hour (does not include taxi data)	1.47	-35.2%	2.27	1.72	-21.1%	2.18
Revenue Vehicle Miles (RVM)	85,046	-38.1%	137,391	1,176,492	-30.3%	1,687,961
Complaints per 1,000 Rides	0.59	55.1%	0.38	0.61	20.4%	0.51
ADA Capacity Denials	0	0.0%	0	0	0.0%	0
Other Denials	0	0.0%	0	0	-100.0%	1
Accidents per 100,000 Miles	0.00	-100.0%	0.73	1.04	49.6%	0.69
On-Time Performance (does not include taxi data)	99.2%	8.1%	91.8%	95.2%	2.4%	92.9%
Taxi On-Time Performance	0.0%	0.0%	0.0%	0.0%	-100.0%	29.2%
Performance Indicator	June '20	Percent Change	June '19	July '19 - June '20	Percent Change	July '18 - June '19
Revenue*	\$113,598	-37.8%	\$182,571	\$1,668,538	-22.3%	\$2,146,148
Farebox Recovery Ratio*	14.25%	-42.31%	24.70%	18.26%	-26.93%	24.99%
Subsidy per Passenger*	\$62.94	201.4%	\$20.88	\$38.87	104.1%	\$19.04

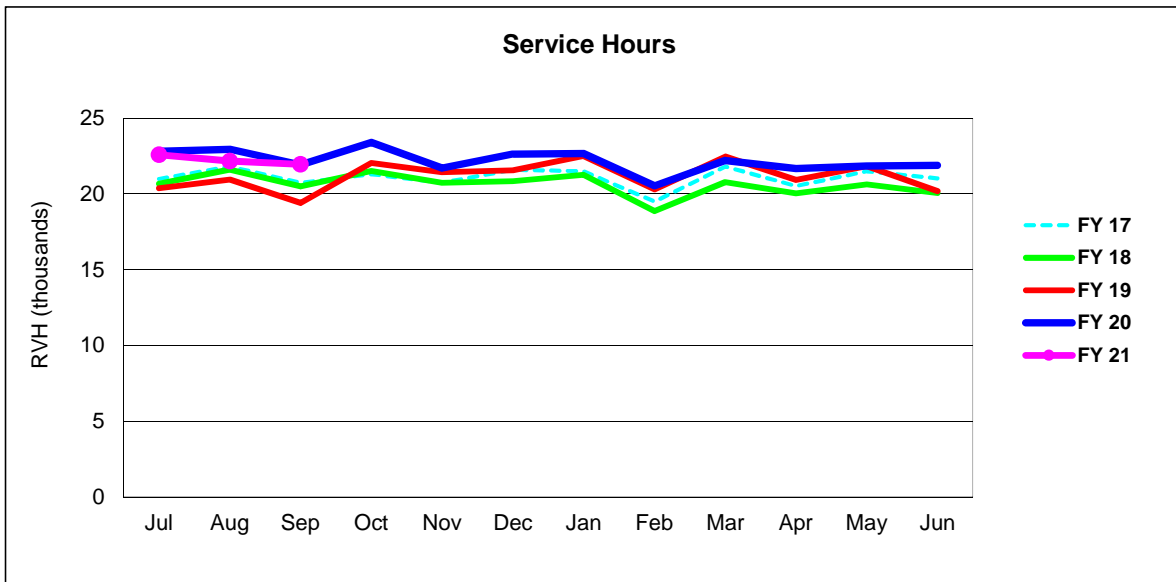
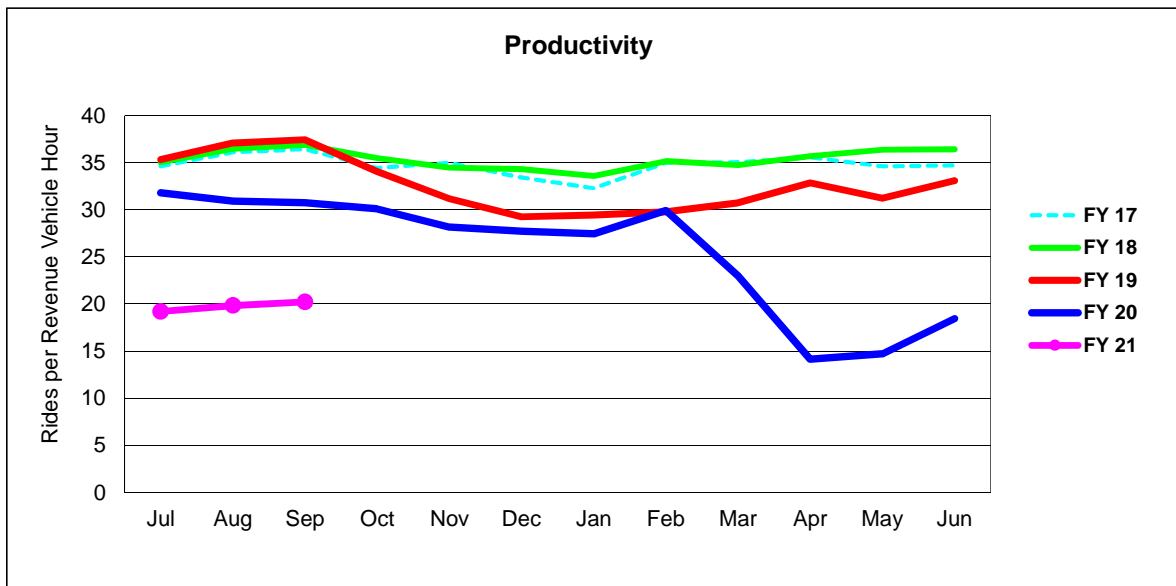
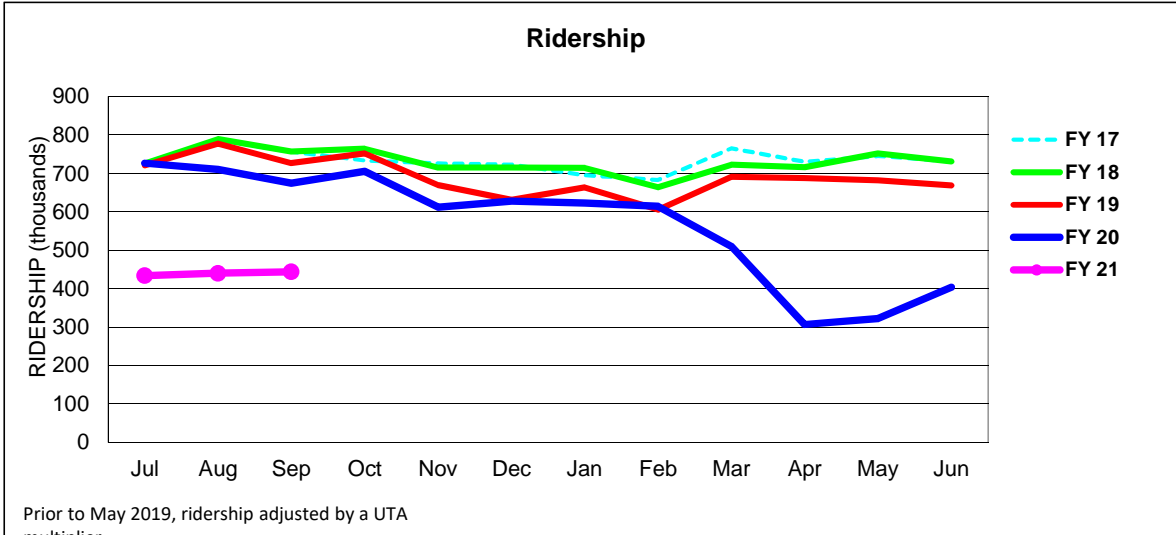
*June 2020 data is the latest available.

TART Performance Statistics

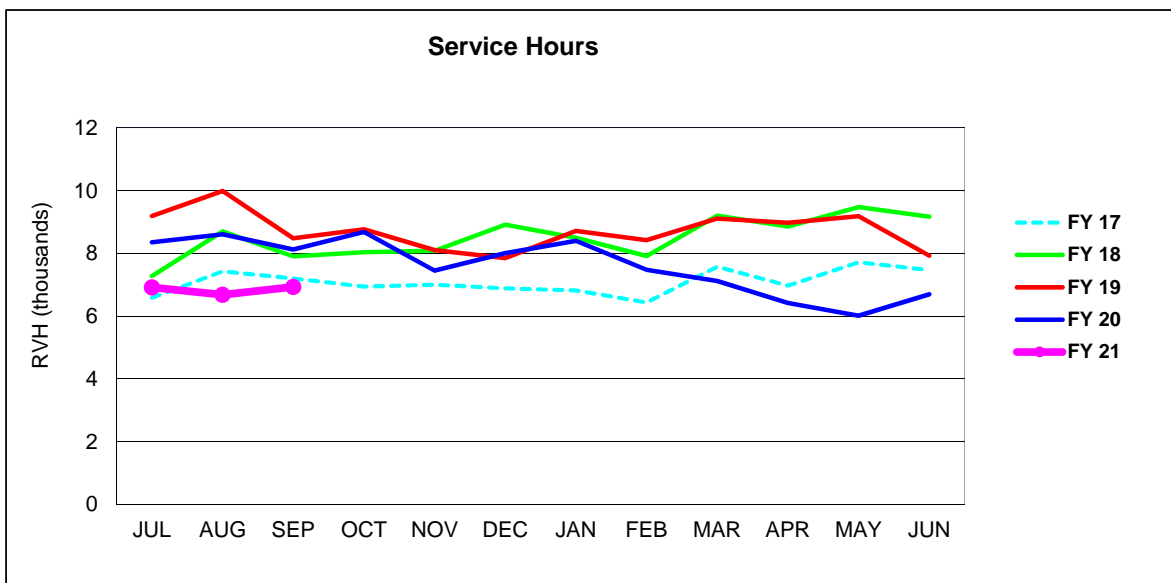
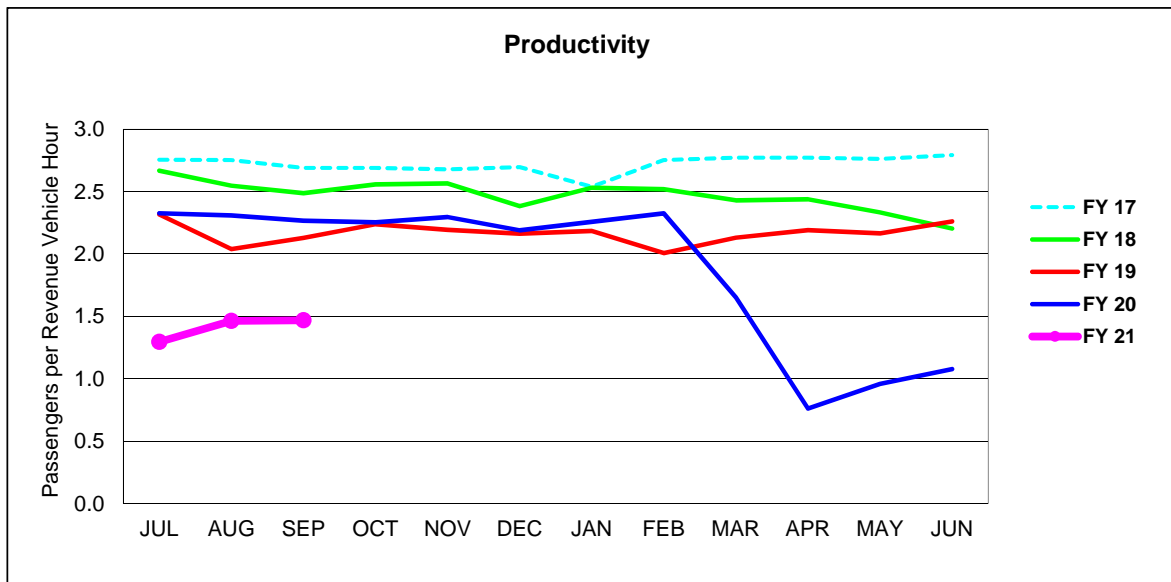
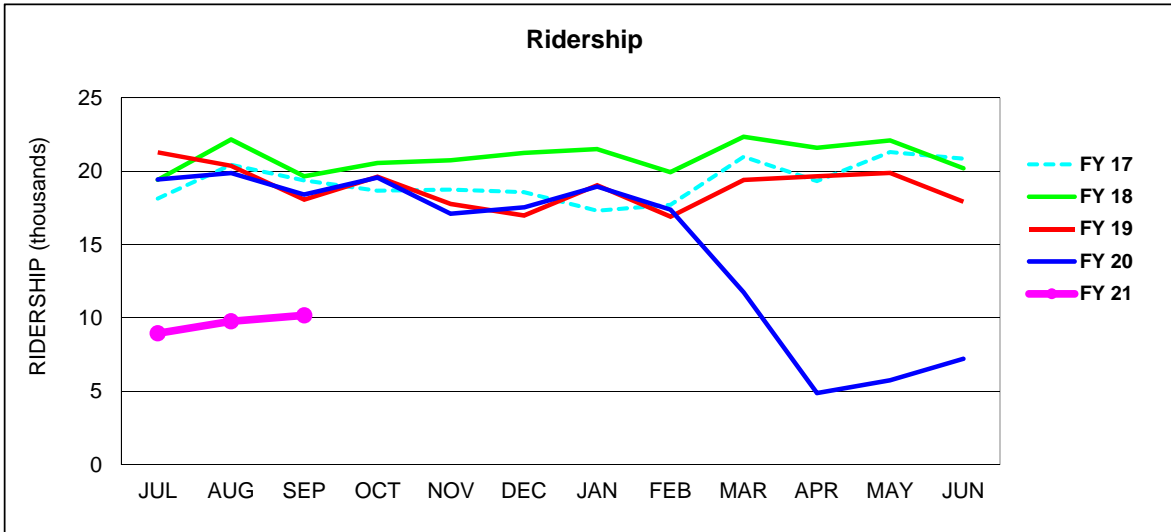
Performance Indicator	Current month compared with same month last year			Current 12-months compared with previous year		
	Sep 2020	Percent Change	Sep 2019	Oct 2019 - Sep 2020	Percent Change	Oct 2018 - Sep 2019
Monthly Ridership	1,802	-31.1%	2,614	32,508	-28.7%	45,595
Weighted Avg. Daily Ridership	60.0	-31.4%	87.4	90.0	-29.2%	127.0
Revenue Vehicle Hours (RVH)	375	1.3%	370	4,443	-0.7%	4,473
Rides per RVH	4.8	-31.9%	7.1	7.3	-28.2%	10.2
Revenue Vehicle Miles (RVM)	8,175	1.3%	8,071	87,192	-9.0%	95,846
Revenue*	\$0	-100.0%	\$3,152	\$5,608	-88.1%	\$46,947
Farebox Recovery Ratio*	0.0%	-100.0%	6.9%	1.0%	-88.3%	8.7%
Subsidy per Ride	\$26.28	62.6%	\$16.16	\$16.71	55.1%	\$10.78

* - Effective December 12, 2019 TART started providing free rides for a two-year trial period.

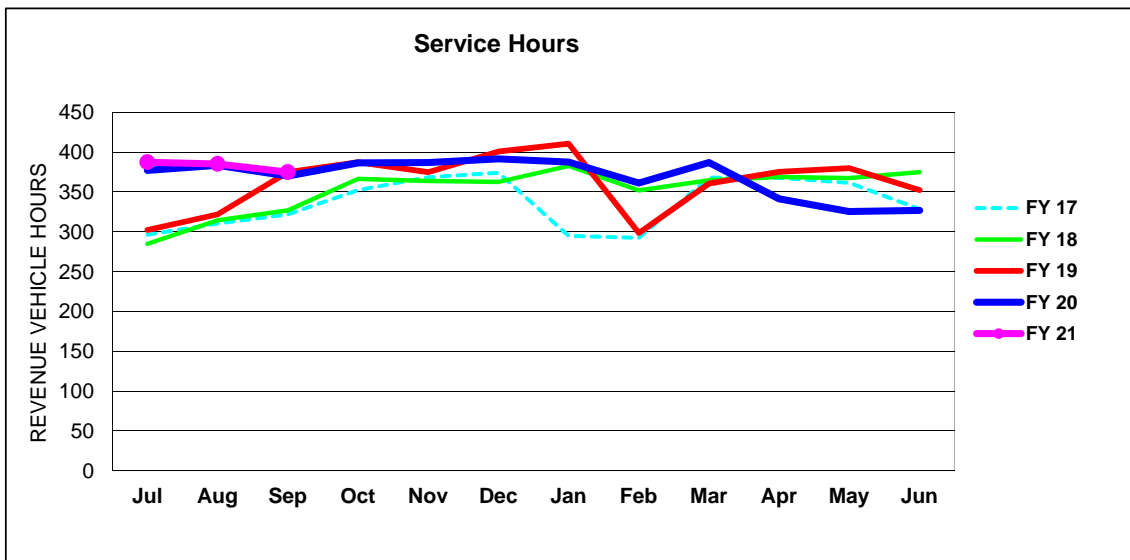
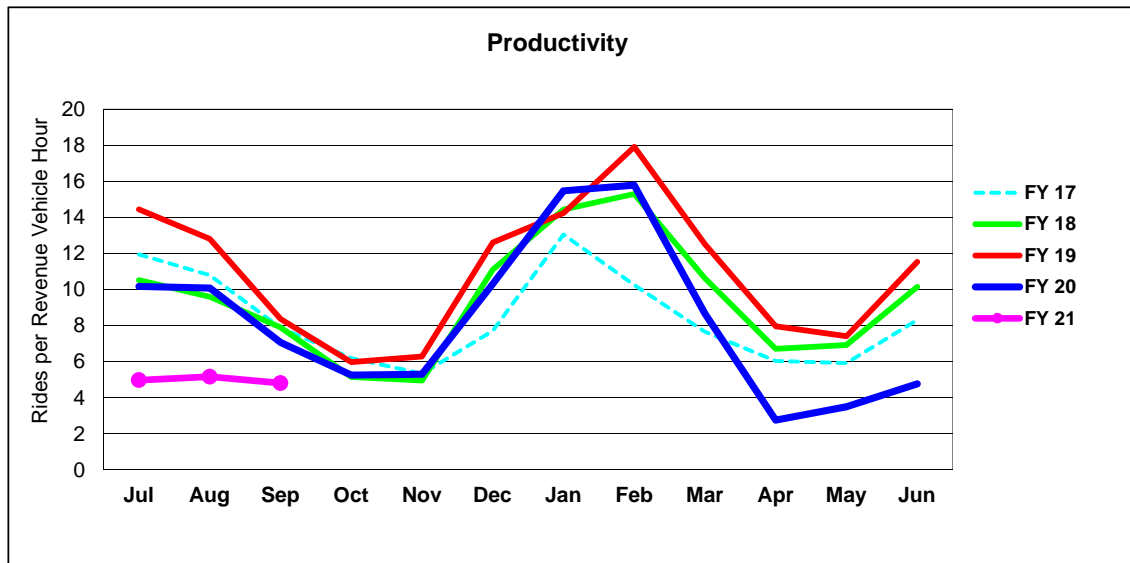
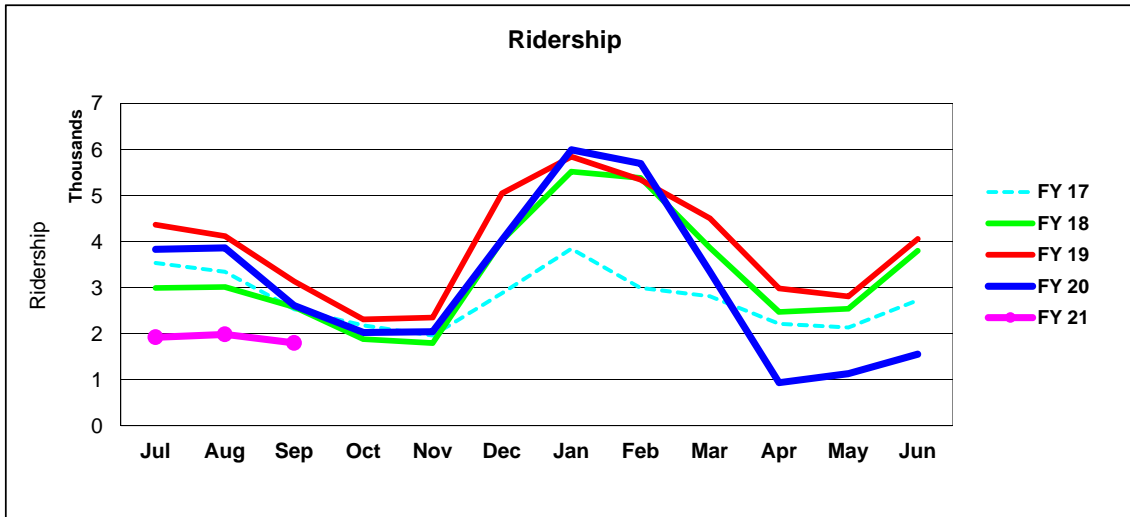
RTC Transit Fiscal Year Comparisons



RTC ACCESS Fiscal Year Comparisons



TART - Nevada Fiscal Year Comparisons





REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 3.4

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP, LEED AP
Deputy Executive Director/Director
of Planning

Bill Thomas, AICP
Executive Director

SUBJECT: RTC Planning Department Report

RECOMMENDATION

Acknowledge receipt of the monthly Planning Activity Report.

PLANNING STUDIES

Eagle Canyon Extension Alignment Alternatives and Planning and Environmental Linkages (PEL) Study

The purpose of the study is to enhance mobility and connectivity between the growing communities of Spanish Springs and Lemmon Valley and to facilitate safe and equitable access to economic and recreational opportunities while preserving the character and heritage of the area. The project team is currently developing a draft report and has concluded a refined environmental analysis on the proposed corridor alignment alternatives.

Electric and Alternative Fuel Vehicle Infrastructure and Advanced Mobility Plan

The purpose of this plan is to address existing electric and alternative fuel vehicle infrastructure needs in the area as well as to best prepare for continued advances in mobility technology, including the following:

- Systems planning for autonomous and connected transportation infrastructure;
- Systems planning and engineering services for autonomous transit infrastructure;
- Traffic analysis for micromobility systems and projects;
- Systems planning for electric and hydrogen fuel cell charging infrastructure; and
- Traffic analysis relating to safety of these proposed systems.

A contract was approved at the September 18, 2020, Board meeting and a kick-off meeting with the consultant team was held on November 2nd.

Automatic Road Feature Extraction from State-Owned Mobile LiDAR Data for Traffic Safety Analysis and Evaluation

The RTC, in partnership with the University of Nevada, Reno (UNR), has received a grant from the US Department of Transportation (DOT) to develop a tool - Automatic Road Feature Extraction from LiDAR (ARFEL) - that automatically extracts highly accurate road geometric features from mobile light-detection-and-ranging (LiDAR) data collected on roads, which will further be used to:

- Analyze relationships between crashes and road factors;
- Identify locations and characteristics of crashes using network screening;
- Select appropriate countermeasures and strategies; and
- Evaluate safety improvement projects.

On September 4th, an agreement between USDOT, UNR and RTC was executed. On October 28-30, RTC staff attended an online peer exchange with other grantees to share information on the project. The creation of the tool has begun along with all required auxiliary documentation to meet deadlines previously set by the agreement.

Bicycle and Pedestrian Planning

The RTC is collaborating with other partner agencies on several initiatives to improve bicycle and pedestrian safety & facilities:

- The Bicycle, Pedestrian and Wheelchair Count Program is in its 6th year of data collection, data analysis and annual reporting on multimodal transportation and trends in the region. Procurement of a contract for this project is planned to go to the Board in December.
- RTC staff is working on updating the regional bike map. The last map was completed for the 2018-2019 year. Staff will distribute the maps in the community once they are completed.
- The RTC continues to partner with the Truckee Meadows Bicycle Alliance (TMBA). TMBA is actively seeking a new chairperson and additional advocates/members.
- No meeting is planned in December.

Vision Zero Truckee Meadows

- Agendas are posted on www.visionzerotruckeemeadows.com. The next meeting is scheduled for December 10, 2020, at 3:00pm.
- Between January 1, 2020, and October 31, 2020, 11 pedestrians and zero bicyclists were killed in Washoe County. During this same time in 2019, there were 11 pedestrian and one bicycle fatalities.
- #Dusk2DawnNV Campaign was launched the end of October – November 2020. This campaign was to engage the public and businesses regarding day light savings time and to inform the public that during darkness, 80% of pedestrian fatalities in Nevada occur. Campaign information is on the website and throughout Midtown and Downtown Sparks, safety posters are displayed in businesses' windows. Reflective wrist slappers and backpacks were also distributed to the public. The Vision Zero Task Force also gave reflective wear to Children's Cabinet, Eddy House, HOPES Clinic, and the Downtown Ambassadors to help distribute.

Development Review

RTC staff routinely review development proposals from the local jurisdictions of Washoe County and the Cities of Reno and Sparks. Staff from Planning, Engineering and Public Transportation have reviewed and commented on the following number of development proposals from each of the jurisdictions since the last Board meeting:

- Washoe County – 1
- City of Reno – 12
- City of Sparks – 1

This does not include proposals that were reviewed on which staff did not have any comments.

COMMUNITY AND MEDIA OUTREACH ACTIVITIES

RTC staff conducted the following outreach activities from November 10-December 17:

November 10	Foster Grandparents Presentation – Vision Zero/Pedestrian Safety
November 11	Veterans Day Free Transit
November 11	NV Health Response Statewide Coordination Meeting
November 13	Stuff A Bus: Children In Care Donation Drive
November 23	Regional Information Center Meeting – COVID-19 Response Outreach
November 18	NV Health Response Statewide Coordination Meeting
November 30	Regional Information Center Meeting – COVID-19 Response Outreach
December 02	RTC Citizens Multimodal Advisory Committee (CMAC) Meeting
December 03	RTC Technical Advisory Committee (TAC) Meeting
December 07	Regional Information Center Meeting - COVID-19 Response Outreach
December 10	Stuff A Bus Food Drive for Food Bank of Northern Nevada
December 14	Regional Information Center Meeting - COVID-19 Response Outreach

Media Relations & Social Media

The RTC issued seven news releases and participated in six media interviews on various topics, including a grant award for transit asset management from the FTA, RTC transit services on a Sunday-level schedule for Thanksgiving Day, free transit on Veterans Day, the Washoe County Stuff A Bus Drive-By Donation Drive for foster and adoptive children, Virginia Street reopening to two-way traffic near the University of Nevada, Reno, a virtual presentation for the Downtown Reno Circulation Study, Midtown crosswalks, bicycle safety, and more.

Social media was used to promote free Veterans Day transit, the Stuff A Bus Drive-By Donation Drive for foster and adoptive children, the virtual community presentation for the Downtown Reno Circulation Study, Vision Zero, the RTC Board meeting, how to celebrate the holidays safely, Thanksgiving transit information and office closures, the Route 18 online survey, a grant award for transit asset management from the FTA, RTC FlexRIDE services, and more.

Social media metrics for the month of November: 73,243 impressions on Facebook, Twitter, YouTube, and Instagram.

Informational Materials and Video Production

Four topics were broadcast on KOLO-TV for The Road Ahead with RTC. Segments included RTC FlexRIDE, the Downtown Reno Circulation Study, Stuff A Bus Holiday Food Drive, and Sun Valley Project update.

COORDINATION WITH PARTNER AGENCIES

Truckee Meadows Regional Planning Agency (TMRPA)

The RTC continues to have coordination meetings with staff from the TMRPA as the agencies progress with the Shared Work Program. Areas for collaboration include population and employment forecasts, and analysis of demographic and socioeconomic issues.

Nevada Department of Transportation (NDOT)

The RTC continues to have coordination meetings with staff from NDOT. Areas for collaboration include development of local public agency agreements between NDOT and RTC, maintenance of the regional travel demand model, bicycle and pedestrian improvements, transportation alternatives projects, coordination regarding funding and the State Transportation Improvement Program, One Nevada statewide plan, the I-80 and US 395 widening and improvements to the Spaghetti Bowl, and other ongoing transportation studies.

Statewide Transportation Planning

The RTC meets monthly with staff from NDOT, the Federal Highway Administration (FHWA), RTC of Southern Nevada, Tahoe Regional Planning Agency, Tahoe Transportation District and the Carson Area Metropolitan Planning Organization to discuss statewide transportation planning issues. Other topics addressed include statewide data for performance measures analysis, comments on proposed rulemaking, and reauthorization of federal transportation legislation.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 3.5

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP/LEED AP
Director of Planning, Deputy Executive
Director

Bill Thomas, AICP
Executive Director

Mark Maloney
Director of Public Transportation

Brian Stewart, P.E.
Engineering Director

SUBJECT: December 2020 Advisory Committees Summary Report

RECOMMENDATION

Accept the monthly Summary Report for the Technical, Citizens Multimodal, and Regional Road Impact Fee Advisory Committees.

SUMMARY

The RTC has three advisory committees that provide input on a wide range of policy and planning issues as well as key planning documents and the RTC Budget. The committees include:

- The Citizens Multimodal Advisory Committee (CMAC) and is comprised of three individuals who use RTC RIDE, two individuals who use RTC ACCESS, five individuals who represent bicyclists/pedestrians, and five individuals who represent general multimodal transportation. The RTC Board approves appointments to this advisory committee.
- The Technical Advisory Committee (TAC) that includes local public works directors, community development directors, and staff from other key agencies.
- The Regional Road Impact Fee Technical Advisory Committee (RRIF TAC) which was created to oversee and advise the local governments regarding land use classification assumptions and the Capital Improvements Plan (CIP) used in the impact fee program. The RRIF TAC consists of three representatives from each local entity, two RTC representatives and four private sector members who are appointed by the RTC Board.

The agenda and minutes of each advisory committee are provided to the RTC Board.

This staff report summarizes comments along with any action taken by the RTC advisory committees.

FISCAL IMPACT

There is no fiscal impact associated with this agenda item.

ADDITIONAL BACKGROUND

The following describes key actions and comments received from the RTC advisory committees.

Citizens Multimodal Advisory Committee (CMAC)

The CMAC met on December 2, 2020, and received a report and provided input on the development of the 2050 Regional Transportation Plan (RTP).

Technical Advisory Committee (TAC)

The TAC met on December 3, 2020, and received a report and provided input on the development of the 2050 RTP.

Regional Road Impact Fee Technical Advisory Committee (RRIF TAC)

The RRIF TAC did not meet in November.



REGIONAL TRANSPORTATION COMMISSION

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Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 3.6

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP/LEED AP
Director of Planning, Deputy
Executive Director

Bill Thomas, AICP
Executive Director

SUBJECT: Virginia Street Project Cost Savings

RECOMMENDATION

Authorize a request to FTA to use cost savings from the Virginia Street RAPID Extension Project for other capital improvements on South Virginia Street and at 4TH STREET STATION.

SUMMARY

The Virginia Street RAPID Extension Project is nearing completion and staff are anticipating that the project will be under budget. The project budget was \$114 million and the estimated cost at completion is \$91 million. RTC is seeking authorization from the Federal Transit Administration (FTA) to use the federal grant cost savings on other improvements in the Virginia Street RAPID corridor. FTA requires that any potential repurposing of grant funds, if authorized, must be directly tied to the Virginia Street RAPID corridor. The projects RTC is proposing for use with these funds include the following:

- Expansion of RTC 4TH STREET STATION to include four additional bus bays, electric bus chargers, and parking. The City of Reno currently owns the property immediately south of 4TH STREET STATION and has indicated support of disposing of this property for transit use.
- Safety and mobility improvements on Virginia Street from Plumb Lane to Meadowood Mall:
 - ADA accessibility and crosswalk improvements, including median island and pedestrian activated flashers adjacent to Convention Center
 - Fixed-route bus stop improvements
 - Northbound bus-only lane extended from Moana Lane to Plumb Lane
 - Retrofit existing RAPID stations to accommodate level boarding with electric buses
- Replacement of eight articulated buses that are currently operating on Virginia Street and approaching the end of their useful life with electric buses

All of the project concepts identified above would provide direct benefits to the Virginia Line RAPID service and are expected to be eligible uses for the cost savings.

FISCAL IMPACT

This report describes eligible uses for Virginia Street project cost savings.

PREVIOUS ACTIONS BY BOARD

There have been no previous Board actions taken.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 3.7

TO: Regional Transportation Commission

FROM: Stephanie Haddock, CGFM
Director of Finance/CFO

Bill Thomas, AICP
Executive Director

SUBJECT: RTC Procurement Activity Report

RECOMMENDATION

Acknowledge receipt of the monthly Procurement Activity Report.

PROJECTS CURRENTLY ADVERTISED

Invitations for Bids (IFB)

There were no Invitations for Bids.

Request for Proposals (RFP)

Project	Due Date
Construction Manager for the Lemmon Drive Project	12/18/2020
Transit Optimization Plan Strategies	01/28/2021

REPORT ON INVITATION FOR BID (IFB) AWARDS

Per NRS 332, NRS 338 and RTC’s Management Policy P-13 “Purchasing,” the Executive Director has authority to negotiate and execute a contract with the lowest responsive and responsible bidder on an Invitation for Bid (IFB) without Commission approval.

There were no Bid Awards.

PROFESSIONAL SERVICES/CONSULTING AGREEMENTS

Per RTC’s Management Policy P-13 Executive Director has authority to approve contracts greater than \$25,000 and less than (or equal to) \$100,000.

Project	Contractor	Contract Amount
Prevailing Wage Compliance	Trifox, LLC	\$46,750
Bicycle, Pedestrian & Wheel Chair Counts Program	Headway Transportation, LLC	\$90,000

CHANGE ORDERS AND CONTRACT AMENDMENTS WITHIN EXECUTIVE DIRECTOR’S RTC’S P-13 PURCHASING POLICY AUTHORITY

There were no Change Orders or Amendments within the Executive Director’s approval authority.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 3.8

TO: Regional Transportation Commission

FROM: Angela Reich, SPHR
Director of Administrative Services

Bill Thomas, AICP
Executive Director

SUBJECT: RTC Management Policy Update

RECOMMENDATION

Approve modification to RTC Management Policies: Public Involvement for Modifications to Transit Service or Fares (P-18); Transit Passenger and Visitor Standard of Conduct (P-31); RTC RIDE and RTC ACCESS Emergency and Special Events Transportation Requests (P-32); RTC Fixed Route ADA Compliance (P-34); Real Property Acquisition (P-55) and Interlocal Agreements (P-56). Approve deletion to RTC Management Policies: Private Enterprise Participation in the Urban Mass Transportation Program (P-15); Nevada Contractor’s License (P-17); Interagency Communication Procedures (P-20); and Soundwalls (P-30). Approve the elimination of Board approval for RTC Management Policies: Drug and Alcohol Free Workplace (P-22); Tuition Reimbursement (P-24); Information Technology Acceptable Use (P-40); Employee Remote Work (P-41); Leave of Absence (Non-FMLA) (P-44); Family and Medical Leave (FMLA) (P-44A); Layoff and Recall (P-51); Exempt Employee Pay (P-52) and Sustainability (P-53).

SUMMARY

The recommendations for approval of RTC Management modifications, deletions and elimination of Board approval are in an effort to reach the goal set by the Board and Executive Director to review and revise all RTC Management Policies to ensure effective and efficient Agency operations. The recommended modifications to RTC Management Policies include the following: Public Involvement for Modifications to Transit Service or Fares (P-18) (Approved 07/17/2009) excludes temporary route changes, trial services, or promotional fares as allowed by the FTA. Transit Passenger and Visitor Standard of Conduct (P-31) Revised (06/19/2009) removes the “Transit Passenger and Visitor Standard of Conduct Procedures” to be maintained administratively by the Operations Department and the Security & Safety Administrator. RTC RIDE and RTC ACCESS Emergency and Special Events Transportation Requests (P-32) (Revised 06/16/2000) includes: usage of RTC RIDE vehicles for emergency and special events transportation requests, requests for transportation during an emergency, such as disaster evacuation relief, requires that special transportation vehicles must be open to the general public and prior policy information for

appeal of service denial has been deleted. RTC Fixed Route ADA Compliance (P-34) (Revised 02/23/1995) includes the removal of duplicative restatements to clearly state all ADA requirements as prescribed by FTA service regulations. Real Property Acquisition (P-55) (Revised 08/17/2018) includes referral to settlement approval to RTC Management Policy (P-57). Interlocal Agreements (P-56) (Revised 06/15/2018) clarifies existing practices which improve the efficiency of agreements specifically related to grants, utility providers, procurements with other public entities, or temporary facility usage.

The recommended deletion of RTC Management Policies Private Enterprise Participation in the Urban Mass Transportation Program (P-15); Nevada Contractor's License (P-17); Interagency Communication Procedures (P-20) and Soundwalls (P-30) are because the policies are no longer needed as separate policies.

The recommended elimination of Board approval for RTC Management Policies: Drug and Alcohol Free Workplace (P-22); Tuition Reimbursement (P-24); Information Technology Acceptable Use (P-40); Employee Remote Work (P41); Leave of Absence (Non-FMLA) (P-44); Family and Medical Leave (FMLA) (P-44A); Layoff and Recall (P-51); Exempt Employee Pay (P-52) and Sustainability (P-53) are because these policies do not impact the Board or the public.

FISCAL IMPACT

There is no additional cost in connection with this agenda item.

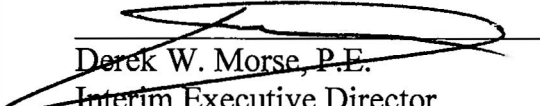
PREVIOUS ACTIONS BY BOARD

Previous Board actions are noted parenthetically after each policy above.

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachments


Derek W. Morse, P.E.
Interim Executive Director

RTC MANAGEMENT POLICY P-18

SUBJECT: PUBLIC INVOLVEMENT FOR MODIFICATIONS TO TRANSIT SERVICE OR FARES

PURPOSE:

The Federal Transit Administration (FTA) requires grantee agencies to have a policy in place for public comment prior to raising fares or implementing a major service reduction.

POLICY:

For purposes of meeting the FTA requirement as grantee, RTC will hold a public hearing to solicit public comment for any fare increase or major service reduction. RTC must consider these comments as part of the decision-making process.

Definitions

- Modification to fares is defined as any change to actual fares or fare policy in which any individual may experience an increase in expense to use public transportation.
- Major modification to service is defined as any or all of the following indicators:
 - A reduction or increase of 10% or more of system-wide service hours.
 - The elimination or expansion of any existing service that affects:
 - 25% or more of the service hours of a route.
 - 25% or more of the route's ridership (defined as activity at impacted bus stops).

Procedures

Prior to the public hearing where any fare increase or service reduction will be considered, RTC will conduct a public notification process:

- At least seven days prior to the hearing:
 - RTC will hold one or more public open houses to discuss proposed changes. A flyer for the open houses will be posted on all buses, at all RTC facilities

and on the agency's website at least seven days before the event. All comments received at the open houses will be summarized and shared with the RTC Board at the public hearing.

- RTC will publish a notice including the date, time and place of the Public Hearing in the regional daily newspaper with the largest circulation.
- RTC will place notices onboard all buses used by the service impacted by the proposed changes.

The RTC Board shall consider all comments received as part of the public participation process but is not required to make changes to proposals based on public comments. Any Board agenda item that is part of a public hearing pertaining to fare or service changes will include text to remind the Board of this responsibility.

ORIGINAL

MANAGEMENT POLICY

SUBJECT: PUBLIC INVOLVEMENT FOR MODIFICATIONS TO TRANSIT SERVICE OR FARES

I. PURPOSE

It is the policy of the Regional Transportation Commission (RTC), per Federal Transit Administration (FTA) grantee agency requirements, to have a policy in place for public comment prior to raising fares or implementing a major service reduction. For purposes of meeting the FTA requirement as grantee, RTC will hold a public hearing to solicit public comment for any fare increase or major service reduction. RTC must consider these comments as part of the decision-making process. This policy will not apply to temporary route changes, trial services, or promotional fares as allowed by FTA or RTC policies.

II. SCOPE

- X Public
- X Board Members
- X RTC Officers
- X RTC Employees

Other: _____

III. DEFINITIONS

- A. Major Modification to Service – Any or all of the following indicators:
 - 1. A reduction or increase of 10% or more of system-wide service hours; OR
 - 2. The elimination or expansion of any existing service that affects:
 - a. 25% or more of the service hours of a route; OR
 - b. 25% or more of the route’s ridership.
- B. Modification to Fares – Any change to actual fares or fare policy in which any individual may experience a change in expense to use public transportation.
- C. Ridership – The activity at impacted bus stops.

IV. POLICY

- A. Prior to the public hearing where any fare change or service modification will be considered, RTC will conduct a public notification process:
1. At least seven days prior to the hearing:
 - a. RTC will hold one or more public open houses to discuss proposed changes.
 - b. RTC will publish a notice including the date, time, and place of the public hearing in the regional daily newspaper with the largest circulation.
 - c. RTC will place notices onboard all buses used by the service impacted by the proposed changes.
 - d. A flyer for the open houses will be posted on all buses, at all RTC facilities, and on the Agency's website.
 2. All comments received at the open houses will be summarized and shared with the RTC Board at the public hearing.
- B. The RTC Board shall consider all comments received as part of the public participation process but is not required to make changes to proposals based on public comments. Any Board agenda item that is part of a public hearing pertaining to fare or service changes will include text to remind the Board of this responsibility.

- END -

Approved: September 5, 1991
Revised: April 27, 1995
Revised: December 16, 2005
Revised: July 28, 2006
Revised: October 20, 2006
Revised: June 19, 2009

Approved: 

RTC MANAGEMENT POLICY P-31

FIXED-ROUTE TRANSIT PASSENGER & VISITOR STANDARD OF CONDUCT

PURPOSE

To establish standards of conduct for fixed-route transit passengers and visitors while utilizing services and facilities or while on Regional Transportation Commission (RTC) property. This policy is to help ensure the safety, health and welfare of fixed-route transit operators, passengers, and the general public.

POLICY

It is the desire of the RTC to provide safe, secure, convenient, and efficient fixed-route transit to visitors and citizens of Washoe County within the Reno/Sparks metropolitan area. The RTC believes that it is the obligation of each and every person to do his part to contribute to the safety of the drivers and patrons of the system by refraining from inappropriate behavior while utilizing any of the public facilities or vehicles that the RTC has provided as part of the fixed-route transit system. To this end, the RTC has adopted the following “standard of conduct” policy which outlines the conduct that is expected from every fixed-route passenger or patron of a RTC Facility.

STANDARD OF CONDUCT

No individual may engage in inappropriate conduct on any fixed-route transit vehicle, or at any fixed-route transit facility. “Inappropriate conduct” includes, but is not limited to, any individual or group conduct or activity which would:

- a. constitute a violation of any law or ordinance;
- b. be deemed by a reasonable person to be an attempt to disturb the peace or quiet of a person by tumultuous and/or offensive conduct, or by threatening, harassing, slandering, defaming or otherwise appearing to try to physically or mentally injure a person utilizing RTC services or facilities; or
- c. attempt to damage any RTC facility or property.

The fact that an individual is or is not charged or convicted of a violation of any law or ordinance does not preclude an investigation as to whether the act constituted “inappropriate conduct” and warrants the imposition of sanctions under this Policy.

Any person who is found to have committed an act of “inappropriate conduct” as defined herein or set out in the Fixed-Route Passenger & Visitor Standard of Conduct Procedures, subject to the process set out in said standard of conduct procedures, may be denied the privilege of using the fixed-route transit system and its facilities. Sanctions for inappropriate and/or proscribed conduct are outlined below.

SANCTIONS FOR INAPPROPRIATE CONDUCT

In the interest of the health, safety, and welfare of its passengers and employees, the RTC reserves the right to suspend or revoke public transit services to anyone found to have committed an act or acts of inappropriate or proscribed conduct while at, in or on RTC public transit facilities or where the person is not physically at, in or on public transit facilities, and conducts himself/herself in a taunting or belligerent manner so as to interfere with peaceful transit operations. Procedures relating to sanctions and appeals are attached as Exhibit 1 and incorporated by reference. Sanctions are based upon the severity of the offense. Offenses have been categorized in Exhibit 1. The Executive Director may revise and update the offenses and the sanctions from time to time as he deems necessary.

- **Category A** offenses are offenses to RTC patrons or damage to RTC property, and may result in an immediate suspension of up to three days (72 hours). Violators will be given a verbal warning not to engage in the conduct prior to the imposition of discipline. If a person is found to have committed multiple Category A offenses over a one-year period from the initial offense, that person may have his/her privilege to use the public transit system and facilities further suspended or revoked as provided for in Category B offenses.
- **Category B** offenses are more severe than Category A and include inappropriate conduct that causes actual damage to RTC facilities, equipment or property, or is conduct which threatens the safety, health or well-being of the driver or other bus passengers. No warning is required. A person found to have committed a Category B offense may be suspended for up to 90 days (3-month period). A person found to have committed multiple Category B offenses within a two-year period may be suspended as provided for in Category C offenses.
- **Category C** offenses are the most severe and include, without limitation, damage to facilities, equipment or property in an amount in excess of \$250, or any “battery” against any individual. No warning is required. A violator shall be suspended for a period of not less than six months, or until the suspension of services is overturned or modified as part of an appeal process.

SERVING NOTICE OF EXCLUSION

The RTC will make reasonable efforts to verbally notify the individual that his privileges are being suspended in cases where the suspension is for a period of three days (72 hours) and will make reasonable efforts to provide written notice of suspension and appeal procedures,

if sufficient information is available, for suspensions of longer than three days.

EXCLUSIVE APPEAL PROCESS

A person who has been suspended from using the fixed-route transit system and/or its facilities for more than 72 hours may appeal said suspension or revocation of privileges as provided in the Fixed-Route Transit Passenger & Visitor Standard of Conduct Procedures. A copy of the appeal procedures will be provided with the notice required above. The documents may be served by regular mail or by hand delivery.

Anyone found to have committed two Category C offenses within three years will be permanently enjoined from the use of RTC facilities unless reinstated following application to the Director of Public Transportation and a decision of the Appeal Panel appointed by the Executive Director. Said application shall not be considered until the suspension has been in place for not less than one year and the individual has fully complied with all terms imposed as part of the suspension.

Any proposed suspension in excess of 72 hours shall be reviewed and approved by the fixed-route transit Director of Operations or his designee prior to implementation. Except in the case of multiple Category C offenses, the fixed-route Transit Manager may modify any suspension or revocation imposed pursuant to this policy, prior to the completion of the full term of the suspension, as part of an appeal or to accommodate a demonstrated need for transportation to maintain employment, attend school or receive necessary medical treatment.

Approved: June 19, 2009



P-31 FIXED-ROUTE TRANSIT PASSENGER & VISITOR STANDARD OF CONDUCT PROCEDURES

The Regional Transportation Commission of Washoe County ("RTC") has adopted a Fixed-Route Transit Passenger & Visitor Standard of Conduct Policy (Management Policy P-31) to help ensure that the citizens and visitors who come to the Reno/Sparks metropolitan area and utilize fixed-route transit services have a pleasant and safe experience. The RTC believes that persons who seek the privilege of utilizing public transit facilities should conduct themselves appropriately at all times while on, at, or within RTC facilities so that all users will have the pleasant and safe experience that they have a right to expect.

The prohibitions established by Management Policy P-31 are intended to apply to all property and facilities in which the RTC has an interest, including, without limitation, administrative, maintenance, operational and transfer facilities, buses, bus shelters, bus stops and all other vehicles used as part of the fixed-route transit services. Any person found to have engaged in inappropriate behavior, set forth herein, may lose the privilege of using RTC fixed-route transit or visiting an RTC facility. Safety is everyone's responsibility and RTC asks that anyone witnessing inappropriate behavior in or around RTC fixed-route buses or facilities report it to the RTC supervisor or employee immediately. Definitions and examples of categories of inappropriate behavior are set forth below.

Definitions:

- A. "Coach Operator" means the driver of any RTC fixed-route transit vehicle.
- B. "Peace Officer" includes law enforcement officials representing Reno, Sparks, Washoe County and/or the State of Nevada, and such other persons as may be designated by law.
- C. "RTC" means the Regional Transportation Commission of Washoe County, Nevada.
- D. "RTC Official" includes RTC and fixed-route management personnel.
- E. "RTC Facility" includes any RTC structure or facility, including transit centers, administrative, maintenance and operations facilities, passenger waiting shelters and bus stops.
- F. "RTC Vehicle" includes a bus, van, or other vehicle used to transport fixed-route passengers, and owned or operated by or on behalf of RTC.
- G. "RTC Security Guard" includes any persons under contract with RTC for the provision of security services at an RTC Facility or on other RTC property.

- H. "Weapon" means any dangerous or deadly weapon as set out in NRS 193.165 and includes, without limitation, any firearm or knife of any kind; nightsticks or other clubs; metal knuckles; or any other instrument used in a threatening or intimidating manner. This definition does not apply to any instrument which is generally known to be a dangerous instrument if the possession of same is authorized by a lawfully issued permit.
- I. "Suspend Services" means the RTC has a right to refuse fixed-route transit services and to remove anyone from an RTC Vehicle or from an RTC Facility.
- J. "Service Animals" are individually trained to perform tasks for people with disabilities, such as guiding people who are blind, alerting people who are deaf, pulling wheelchairs, alerting and protecting a person who is having a seizure, or performing other special tasks. Service animals are working animals, not pets.
- K. "Mobility Device" is any mobility aid belonging to any class of three or four-wheeled devices, usable indoors, designed for and used by individuals with mobility impairments, whether operated manually or powered. A "common wheelchair" does not exceed 30 inches in width and 48 inches in length measured two inches above the ground, and does not weigh more than 600 pounds when occupied as set out in the USDOT's regulations implementing the Americans with Disabilities Act of 1990 (ADA).

PROHIBITED CONDUCT

In the interest of the health, safety, and welfare of its passengers and employees, the RTC reserves the right to suspend services to anyone exhibiting any of the following conduct:

CATEGORY A: A person's violation of any one of the following acts may result in the immediate suspension of that person's ridership privileges for up to a 3-day (72-hour) period. A verbal warning will be given by a Coach Operator, an RTC Official or RTC Security Guard not to engage in the conduct prior to issuance of a suspension.

1. Carrying or consumption of any food or beverages in an open container within an RTC Vehicle, with the exception of Coach Operators who have permission to do so when vehicles are not in motion.
2. Smoking other than in designated areas.
3. Boarding an RTC Vehicle with any animal, other than a Service Animal, not housed in an enclosed carrying container that can fit on a seat or on the customer's lap.

4. Boarding an RTC Vehicle with any container, package or article which cannot be safely placed in the person's lap or seat and which would tend to block the aisle or make travel in the aisle or stairway difficult or unsafe.
5. Refusing to de-board from an RTC Vehicle when requested to do so by a Coach Operator, an RTC Official or RTC Security Guard.
6. Boarding an RTC Vehicle without paying the established fare or without presenting a valid transfer.
7. Failure to present a valid identification card when paying a reduced fare.
8. Entering through the rear exit door of an RTC Vehicle unless directed to do so by a Coach Operator or RTC Official.
9. Climbing through a window or extending an arm, leg or head out the window of an RTC Vehicle.
10. Obstructing the free movement of any person attempting to board or within a RTC Vehicle or within a RTC Facility.
11. Standing or otherwise occupying any space in front of the white line marked on the forward end of the floor or otherwise conducting oneself in such a manner as to obstruct the vision of the Coach Operator while an RTC Vehicle is in motion.
12. Playing a musical instrument or audio device (e.g., radio, CD or DVD player) within an RTC Vehicle unless such equipment is used with earphones so that sound produced by such item is primarily confined to the person carrying the device producing the sound.
13. Littering, discarding, or depositing any rubbish, trash, debris, or offensive substances within an RTC Vehicle or RTC Facility except in an appropriate trash receptacle.
14. Making excessive and unnecessary noise, running, engaging in any horseplay or using vulgarities.
15. Canvassing, soliciting, or distributing pamphlets or other documents for any purpose. The RTC reserves the right to distribute literature and solicit information from its patrons in the interest of improving service or the transit experience.
16. Posting or removing any notice or advertisement unless authorized by an RTC official.
17. Except for mobility devices, the boarding, operating, riding, or other use of any wheeled transportation device within an RTC Vehicle or RTC Facility.

18. Any person who loiters on an RTC Vehicle or at an RTC Facility beyond the time reasonably necessary to reach his/her destination or conduct necessary business.

CATEGORY B: A person's violation of any one of the following acts may result in the immediate suspension of that person's ridership privileges for up to 90 days (three-month period). No warning is required prior to suspension of service.

1. The commission of any act that could reasonably be deemed an assault against any person.
2. Except for RTC Security Guards, Peace Officers or other persons lawfully permitted to carry a particular weapon, the bringing on board an RTC Vehicle or on an RTC Facility any weapon.
3. Boarding an RTC Vehicle or bringing into an RTC facility, any inherently dangerous items. This includes but is not limited to weapons, explosives, caustic materials, and poisons. This provision excludes items that can be regularly purchased at a grocery store and are recognized as customary household items.
4. Interfering with the operation or movement of an RTC Vehicle.
5. Impeding the use, tampering with, or otherwise obstructing the operation of any window, door, or other emergency exit.
6. Damaging, writing upon, or otherwise defacing or altering any RTC Vehicle or RTC Facility.
7. Throwing any object or substance at, into, or from any RTC Vehicle or into any RTC Facility.
8. Threatening any violent, tumultuous, physical or verbal behavior, including the use of words or conduct that are generally known or understood to likely provoke a violent response.
9. Using RTC-provided Internet access for accessing or transmittal of pornographic, obscene or sexually explicit material; the transmittal of obscene, abusive, sexually explicit or threatening language, including without limitation, racial slurs or epitaphs.
10. Any attempt to damage or disable the property of another person or entity.
11. Failure of a person who has been excluded from an RTC Vehicle or RTC Facility for a 72-hour or longer period by a Security Guard or RTC Official to comply with terms of the exclusion. A person who violates the initial exclusion shall be warned to promptly leave the area per the exclusion or he/she may be subjected to a Category B violation and a greater exclusion period.

Category C: Any person violating any one of the following acts may result in the immediate suspension of that person's ridership privileges for a minimum of six months. No warning is required prior to suspension of service.

1. Anyone who engages in a fight or who commits any act which would warrant a charge of "battery" under the laws of Nevada shall be enjoined from the use of an RTC Vehicle or from entering into an RTC Facility for a period of not less than six months or until the suspension of service is overturned as part of the appeal process.
2. Anyone convicted of the charge of battery against any RTC Official, RTC Security Guard, Coach Operator, or other person while those persons are engaged in their employment or utilizing an RTC Vehicle or RTC Facility will be enjoined from the use of transportation services for a minimum of one year. A "no contest" plea to the charge or conviction on an alternative or fictitious charge will not affect the suspension of services provided in this section.
3. Except as otherwise provided in Category C, engaging in any activity prohibited by any federal, state, county, or municipal law, or other conduct that would cause a reasonable person to be concerned for his/her safety or that of another person or that would be a disruption to the tranquility of the ride, infringes upon the mental or physical comfort and safety of others, or jeopardizes safe operations.

Exclusion Procedure

Anyone who commits a Category A offense may be suspended immediately from using an RTC Vehicle or accessing an RTC Facility by a responsible RTC Official or Security Guard for not more than 72 hours from the time of the offense. If the violation occurs while on board an RTC Vehicle, the individual may be asked, at the Coach Operator's discretion, to immediately deboard at the next bus stop. Alternatively, the Coach Operator may continue operating the coach as scheduled to the end of the line and ask for assistance from a responsible RTC Official or Security Guard who may suspend the individual from using an RTC Vehicle for up to 72 hours as provided above.

Any request by an RTC Official or Security Guard to extend the exclusion beyond 72 hours on the basis of a further offense, or failure to comply with an exclusion period up to 72 hours, must be made in the form of a recommendation to the fixed-route transit Director of Operations or his designee only. Said person or persons shall review the particulars and shall advise the requestor within two working days of the receipt of the recommendation that the recommendation is accepted, modified or rejected. Said decision is final and shall be entered in the appropriate records relating to said offender. Notice shall be provided as set forth below.

Serving Notice of Exclusion

The RTC will make reasonable efforts to verbally notify the individual that he/she is excluded for a period of up to three days (72 hours) and will provide written notice, if reasonably possible, for suspensions of longer than three days. The written notice will be sent to the individual's last known address and will include the specific basis for the exclusion, a description of the penalty, and provide information on the appeal process.

Exclusion Appeal Process

Any appeal of a suspension in excess of 72 hours shall first be submitted to the Director of Operations at 2050 Villanova Drive, Reno, Nevada, 89502. The appeal shall set forth the facts and basis for why the exclusion should be modified. The Director or his designee may reinstate services prior to the maximum suspension if, in his sole discretion, the suspension is deemed excessive based upon the available evidence following an investigation or the offender has received and successfully completed anger management or other appropriate counseling offered by a reputable agency approved by the Transit Manager and that certification of completion is submitted to said Director or his designee. The Director of Operations or his designee shall exercise good effort to decide a request for modification of a suspension within seven (7) days of the receipt of the written request for same. Notice of the decision shall be provided by personal communications and the mailing of notice, if sufficient information exists to provide said notice.

Where a written request to modify a suspension in excess of three (3) days has been denied by the Director of Operations or his designee, an individual may appeal his/her suspension or exclusion from services by filing a written appeal stating all relevant facts and with supporting documents to the fixed-route Transit Manager at 2050 Villanova Drive, Reno, Nevada 89520. Upon receipt of an appeal, the Transit Manager will, within 14 days, render a decision and mail the decision to the individual's representative or last known address by regular mail.

Appeal to the RTC Panel

If the individual is not satisfied with the decision of the fixed-route Transit Manager, that individual may file an appeal in writing to the RTC Public Transportation Director, 2050 Villanova Drive, Reno, Nevada 89502. Upon receipt of the appeal, the Public Transportation Director will arrange for the appeal to be heard by an Appeal Panel appointed by the Executive Director. The Appeal Panel shall consist of the following persons: Public Transportation Director, RTC Administrative Services Director, RTC Chief Legal Counsel, one RTC RIDE Coach Operator, and one representative from either the Public Transportation Advisory Committee or the Citizen Advisory Committee. Legal Counsel shall be the moderator of the panel. A hearing on the issues shall be conducted within 14 days of the appeal. The parties may be represented, offer evidence and call witnesses. A written decision shall be made within 14 days of the hearing and mailed to the individual or his/her representative by regular mail. The decision of the RTC Panel is a final administrative decision.

RTC Management Policy P-31
Date Approved: 09/05/1991
Date Revised: 04/27/1995
12/16/2005
07/28/2006
10/20/2006
06/19/2009

MANAGEMENT POLICY

SUBJECT: TRANSIT PASSENGER AND VISITOR STANDARD OF CONDUCT

I. PURPOSE

It is the policy of the Regional Transportation Commission (RTC) to provide safe, secure, convenient, and efficient fixed-route transit to visitors and citizens of Washoe County within the Reno/Sparks metropolitan area. This policy will establish standards of conduct for fixed-route transit passengers and visitors while utilizing services and facilities or while on RTC property. Additionally, this policy will help to ensure the safety, health, and welfare of transit operators, passengers, and the general public.

RTC believes that it is the obligation of each and every person to do their part to contribute to the safety of the drivers and patrons of the system by refraining from inappropriate behavior while utilizing any of the public facilities or vehicles that RTC has provided as part of the transit system. To this end, RTC has adopted this policy which outlines the conduct that is expected from every passenger or patron of an RTC facility.

II. SCOPE

- X Public
 - Board Members
 - X RTC Officers
 - X RTC Employees
 - X Other: Transit operators
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III. DEFINITIONS

None.

IV. POLICY

A. Standard of Conduct

1. No individual may engage in inappropriate conduct on any transit vehicle, or at any transit facility.
2. Inappropriate conduct includes, but is not limited to, any individual or group conduct or activity which would:
 - a. Constitute a violation of any law or ordinance;
 - b. Be deemed by a reasonable person to be an attempt to disturb the peace or quiet of a person by tumultuous or offensive conduct, or by threatening, harassing, slandering, defaming or otherwise appearing to try to physically or mentally injure a person utilizing RTC services or facilities; OR
 - c. Attempt to damage any RTC facility or property.
3. The fact that an individual is or is not charged or convicted of a violation of any law or ordinance does not preclude an investigation as to whether the act constituted inappropriate conduct and warrants the imposition of sanctions under this policy.
4. Any person who is found to have committed an act of inappropriate conduct as in this policy or set out in the Passenger & Visitor Standard of Conduct Procedures may be denied the privilege of using the fixed-route transit system and its facilities, subject to the process set out in said standard of conduct procedures. Sanctions for inappropriate or proscribed conduct are outlined below.

B. Inappropriate Conduct and Sanctions

1. In the interest of the health, safety, and welfare of its passengers and employees, RTC reserves the right to suspend or revoke public transit services to anyone found to have committed an act of inappropriate or proscribed conduct while at, in, or on RTC public transit facilities or where the person is not physically at, in, or on public transit facilities, and conducts themselves in a taunting or belligerent manner so as to interfere with peaceful transit operations. Procedures relating to sanctions and appeals are attached as Exhibit 1 and incorporated by reference. Sanctions are based upon the severity of the offense. Offenses have been categorized in Exhibit 1. The Executive Director may revise and update the offenses and the sanctions from time to time as they deem necessary.

2. Category A

- a. Offenses which are offenses to RTC patrons or damage to RTC property, and may result in an immediate suspension of up to three days (72 hours).
- b. Violators will be given a verbal warning not to engage in the conduct prior to the imposition of discipline.
- c. If a person is found to have committed multiple Category A offenses over a one-year period from the initial offense, that person may have their privilege to use the public transit system and facilities further suspended or revoked as provided for in Category B offenses.

3. Category B

- a. Offenses which are more severe than Category A and include inappropriate conduct that causes actual damage to RTC facilities, equipment, or property, or conduct which threatens the safety, health, or well-being of the driver or other bus passengers.
- b. No warning is required.
- c. A person found to have committed a Category B offense may be suspended for up to 90 days (three-month period).
- d. A person found to have committed multiple Category B offenses within a two-year period may be suspended as provided for in Category C offenses.

4. Category C

- a. Offenses which are the most severe and include, without limitation, damage to facilities, equipment or property in an amount in excess of \$250, or any battery against any individual.
- b. No warning is required.
- c. A violator shall be suspended for a period of not less than six months, or until the suspension of services is overturned or modified as part of an appeal process.

- C. Serving Notice of Exclusion: RTC will make reasonable efforts to verbally notify the individual that their privileges are being suspended in cases where the suspension is for a period of three days (72 hours) and will make reasonable efforts to provide written notice of suspension and appeal procedures, if sufficient information is available, for suspensions of longer than three days.

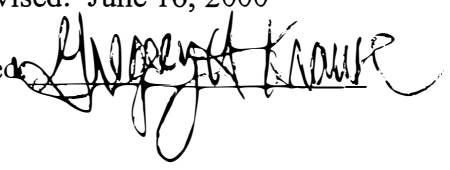
- D. Exclusive Appeal Process
 - 1. A person who has been suspended from using the fixed-route transit system or its facilities for more than 72 hours may appeal said suspension or revocation of privileges as provided in the Fixed-Route Transit Passenger & Visitor Standard of Conduct Procedures. A copy of the appeal procedures will be provided with the notice required above. The documents may be served by regular mail or by hand delivery.

 - 2. Anyone found to have committed two Category C offenses within three years will be permanently enjoined from the use of RTC facilities unless reinstated following application to the Public Transportation Director and a decision of the Appeal Panel appointed by the Executive Director. Said application shall not be considered until the suspension has been in place for not less than one year and the individual has fully complied with all terms imposed as part of the suspension.

 - 3. Any proposed suspension in excess of 72 hours shall be reviewed and approved by the Public Transportation Director, or designee, prior to implementation. Except in the case of multiple Category C offenses, Public Transportation Director may modify any suspension or revocation imposed pursuant to this policy, prior to the completion of the full term of the suspension, as part of an appeal, or to accommodate a demonstrated need for transportation to maintain employment, attend school, or receive necessary medical treatment.

- END -

RTC Management Policy P-32
Date Approved: April 16, 1992
Date Revised: June 16, 2000

Approved: 

MANAGEMENT POLICY

SUBJECT: CITILIFT SPECIAL EVENTS TRANSPORTATION

PURPOSE

To provide guidelines for processing and evaluating requests for CitiLift transportation for special events that (1) ensure the availability of regular CitiLift service is not adversely impacted by providing special events transportation; (2) provide specific application guidelines for parties requesting CitiLift special events transportation; and (3) provide specific criteria for evaluating such requests.

POLICY

The following procedures for processing special events service requests and evaluation criteria apply to requests which require one or more dedicated CitiLift vehicles, thereby removing those vehicles from regular CitiLift service.

Application Procedure

1. Requests for CitiLift special events service are to be submitted to the RTC Paratransit Administrator on a prescribed form. A summary of these requests and action taken on each will be maintained by the RTC Paratransit Administrator.
2. Requests must be received by RTC at least 45 days in advance of the event in order to permit sufficient time for scheduling.
3. The RTC Paratransit Administrator will consult with the CitiLift General Manager and evaluate the service request in terms of the following evaluation criteria to ascertain its advisability and potential impact upon existing service. This evaluation will include estimating the demand for ambulatory and/or lift service, fiscal impact, and impact upon existing service.

CITILIFT SPECIAL EVENTS TRANSPORTATION

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4. The RTC Paratransit Administrator and CitiLift General Manager will develop a recommendation of whether to provide CitiLift service, and at what level. Final approval may be referred to the RTC Executive Director. At RTC staff's option, and in accordance with RTC policy, requests for substantial donations of service will be referred to the RTC Board.
5. RTC staff will inform the requestor of the decision.
6. If a request for purchased service is approved, the requestor will be instructed that they are to contract directly with RTC for service on a cost-per-hour basis. RTC will design a standard service agreement.
7. The CitiLift contractor will coordinate service delivery with the applicant in accordance with the service agreement.

Evaluation Criteria

1. The requested CitiLift transportation must be in accordance with the general purpose of providing transportation for people with disabilities and their companions.
2. Requests must contain the following information:
 - whether the requesting organization is non-profit or for-profit;
 - whether the request is for donated or purchased CitiLift service;
 - a description of who will be transported (are they disabled?);
 - the estimated demand for ambulatory and/or accessible service;
 - the locations to be served by CitiLift;
 - the date(s) for which CitiLift service is requested;
 - the time(s) for which CitiLift service is requested; and
 - contact information of any other transportation providers for that event.
3. Special events transportation provided by CitiLift will be on the basis of driver(s) plus vehicles(s). Vehicles or drivers only will not be provided.
4. Requested special event trip origins and destinations must be within the existing CitiLift service area.
5. Requested special event trip origins, destinations, and travel routes must be accessible by paved roads.
6. Requested transportation must have minimal impact on existing service levels and punctuality.

CITILIFT SPECIAL EVENTS TRANSPORTATION

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7. Requests to purchase CitiLift transportation will be given priority. The costs for CitiLift transportation will include fully allocated costs, including operating, capital, and maintenance expenses.
8. Requests for donated transportation must be able to be accommodated within the approved CitiLift operating budget and revenue vehicle hours.

Appeal of Service Denial

1. If the request is refused or approved in part, an appeal may be filed with the RTC Paratransit Administrator.
2. After careful review of the facts by RTC staff, and within ten working days of receiving the appeal, a decision will be made by the RTC Executive Director.
3. This determination will be conveyed in writing to RTC staff, CitiLift management, and the appellant.

ORIGINAL

MANAGEMENT POLICY

SUBJECT: RTC RIDE AND RTC ACCESS EMERGENCY AND SPECIAL EVENTS
TRANSPORTATION REQUESTS

I. PURPOSE

It is the policy of the Regional Transportation Commission (RTC) to provide guidelines for processing and evaluating requests for RTC RIDE and RTC ACCESS transportation for emergency and special events that:

- Ensure that RTC RIDE and RTC ACCESS services are not adversely impacted by providing emergency and special events transportation;
- Provide specific application guidelines for parties requesting RTC RIDE and RTC ACCESS emergency and special events transportation; and
- Provide specific criteria for evaluating such requests.

II. SCOPE

- X Public
Board Members
- X RTC Officers
- X RTC Employees
- Other: _____

III. DEFINITIONS

None.

IV. POLICY

A. Applications

1. Requests for RTC RIDE or RTC ACCESS special events service are to be submitted to the Public Transportation Director on a prescribed form. A summary of these requests and action taken on each will be maintained by the RTC Public Transportation and Operations staff.

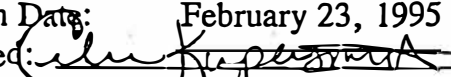
2. Requests for special event service must be received by RTC at least 45 days in advance of the event in order to permit sufficient time for scheduling.
3. In event of an emergency, such as disaster evacuation relief that requires large amounts of people from a given area, contact the Public Transportation Director to make necessary arrangements.
4. The Public Transportation Director will consult with the general manager of the RTC RIDE and RTC ACCESS contractor and evaluate the service request in terms of the evaluation criteria below. This evaluation will include estimating the demand for ambulatory or lift service, fiscal impact, and impact upon existing service.
5. RTC staff will inform the requestor of the decision and coordinate the service delivery.

B. Evaluation Criteria

1. Requests must contain the following information:
 - a. Whether the requesting organization is non-profit or for-profit;
 - b. A description of who will be transported;
 - c. If individuals with disability will be transported;
 - d. The estimated demand for ambulatory or accessible service;
 - e. The locations to be served;
 - f. The date(s) of service requested; AND
 - g. The time(s) of service requested.
2. Special events transportation provided by RTC RIDE and RTC ACCESS will be on the basis of driver plus vehicles. Vehicles or drivers only will not be provided.
3. Requested special event trip origins and destinations must be within the existing RTC service area.
4. Requested special service must be along an existing route alignment and be open to the general public.
5. Requested special event trip origins, destinations, and travel routes must be accessible by paved roads.

6. Requested transportation must have minimal impact on existing service levels and punctuality.
7. All approved transportation requests must comply with the Federal Transit Administrations' charter service regulations (49 CFR Part 604).

- END -

Policy Number: P-34
Date Approved: June 18, 1992
Revision Date: February 23, 1995
Approved: 

RTC MANAGEMENT POLICY

SUBJECT: CITIFARE ADA COMPLIANCE

PURPOSE

To establish RTC/Citifare policies for implementing the fixed-route transportation provisions of the Americans with Disabilities Act (ADA) of 1990. These policies are based on public transportation being provided under the ADA, 49 CFR, Parts 37 and 38 of the Regulations, as issued by the Federal Transit Administration (FTA) on September 6, 1991. For reference, Section numbers of applicable ADA regulations are provided at the end of each item.

POLICY

The following are specific actions needed to insure Citifare compliance with the fixed-route transportation requirements for ADA Paratransit Eligible individuals. Unless otherwise indicated, implementation will begin on August 30, 1992, to coordinate with the service modification on that date. Those items requiring capital improvements will be implemented as expeditiously as possible, utilizing federal funds. The acquisition of ADA accessible vehicles will be implemented through the normal bus procurement cycle. Retrofitting existing buses with ADA accessible lifts is not required under ADA.

A. Information

1. RTC/Citifare informational materials will be revised during 1992 and updated as needed in future years to reflect ADA compliance items. Citifare schedule information will continue to be available in print, large print, on audio cassette, and via TDD (Section 37.167(f)).

B. Eligibility

1. RTC will establish application procedures and will determine ADA paratransit eligibility for those individuals who apply to RTC for it (Section 37.125).

CITIFARE ADA COMPLIANCE

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2. RTC/Citifare will accept "ADA Paratransit Eligible" certification from other entities. Individuals presenting such certification, or maintaining that they are so certified, will be considered ADA paratransit eligible. However, after 21 calendar days from the date of the visitor's first RTC/CitiLift trip, RTC/Citifare will require that an individual claiming to be ADA Paratransit Eligible apply for certification here. Applications will be available from RTC and Citifare (Section 37.125).
3. Individuals who are "ADA Paratransit Eligible" are eligible for the Disabled reduced fare on Citifare (Section 37.125).

C. Citifare Service Provision

1. RTC/Citifare will not discriminate against an individual with a disability in connection with providing transportation (Section 37.5(a)).
2. RTC/Citifare will not require an individual with a disability to use priority seats (those seats near the driver reserved for senior citizens and people with disabilities) if that individual does not choose to do so (Section 37.5(c)).
3. RTC/Citifare will not impose special fares or charges on individuals with disabilities, including individuals who use wheelchairs, for providing services necessary to accommodate them (Section 37.5(d)).
4. RTC/Citifare will not require that an individual with disabilities be accompanied by an attendant (Section 37.5(e)).
5. RTC/Citifare will insure that adequate time is provided to allow individuals with disabilities to complete boarding or disembarking from the vehicle (Section 37.167(i)).
6. RTC/Citifare may not refuse to serve an individual with a disability because its insurance company conditions coverage or rates on the absence of individuals with disabilities (Section 37.5(g)).
7. RTC/Citifare may not refuse service to an individual with disabilities solely because the individual's disability results in appearance or involuntary behavior that may offend, annoy, or inconvenience employees or other people (Section 37.5(h)).

CITIFARE ADA COMPLIANCE

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8. RTC/Citifare personnel may refuse to provide service to an individual with disabilities because that individual engages in violent, seriously disruptive, or illegal conduct (Section 37.5(h)).
9. RTC/Citifare will transport all common wheelchairs and their users. However, RTC/Citifare is not required to permit wheelchairs to ride in places other than designated securement locations in vehicles where such locations exist (Section 37.165(b)).
10. RTC/Citifare will provide a securement system to insure that the wheelchair remains within the securement area (Section 37.165(c)).
11. RTC/Citifare may not deny transportation to a wheelchair or its user because the chair cannot be secured satisfactorily. RTC/Citifare personnel may recommend that a wheelchair user transfer to a vehicle seat but cannot require it (Section 37.165(d)(e)).
12. RTC/Citifare personnel will assist individuals with disabilities with the use of securement systems, ramps, and lifts (Section 37.165(f)).
13. RTC/Citifare will permit individuals with disabilities to stand on the lifts of ADA Part 38 accessible vehicles (described in the Vehicle Accessibility section following). Implementation will be coordinated with the acquisition of ADA-accessible coaches (Section 37.165(g)).
14. RTC/Citifare will announce stops, including those at transfer points with other routes, major intersections and destination points, at sufficient intervals to permit individuals with disabilities to know where they are, and when requested by a person with a disability. Implementation will be coordinated with the acquisition and installation of a public address system on Citifare coaches (Section 37.167(b)).
15. Where vehicles for more than one route serve the same stop, RTC/Citifare will provide a means by which an individual with a visual impairment or other disability can identify the proper vehicle to enter, or be identified to the vehicle operators as a person seeking a ride on a particular route. This means will include external public address speakers. Implementation will be coordinated with the acquisition and installation of a public address system on Citifare coaches (Section 37.167(c)).

CITIFARE ADA COMPLIANCE

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16. RTC/Citifare will insure that personnel are properly trained (appropriate to their position) so that they provide safe, courteous service, with appropriate attention to the differences among individuals with disabilities (Section 37.173).
17. RTC/Citifare will permit service animals to accompany individuals with disabilities in vehicles and facilities (Section 37.167(d)).

D. Accessibility

1. RTC will acquire ADA accessible revenue vehicles for Citifare as new or replacement coaches are purchased. Retrofitting existing vehicles is not required, nor proposed. The normal vehicle replacement schedule will be utilized to replace revenue vehicles with those which meet ADA Part 38 accessibility standards (Section 37.7).
2. Those ADA accessible vehicles acquired will have features which include the following (referenced under Part 38, Subpart B, Sections 38.21, 38.23, 38.25):
 - * a level change mechanism or boarding device (lift ramp) which will accommodate all wheelchairs in common use;
 - * lift design loads of at least 600 pounds; ramps 30 inches or longer will have design loads of at least 600 pounds;
 - * lift controls interlocked with the vehicle brakes, transmission or door to ensure that the vehicle cannot be moved when the lift is deployed;
 - * lift platforms with a clear surface of 28 1/2 inches wide x 48 inches long;
 - * lift platforms or ramps with safety barriers;
 - * lift platforms with handrails on two sides;
 - * vehicles 22 feet in length or less with at least one wheelchair securement position; those exceeding 22 feet will have two securement positions;
 - * at least one wheelchair securement position facing forward; the other may face rearward;
 - * passenger seat belts and shoulder harnesses for all wheelchair securement positions.
3. RTC/Citifare will maintain in operative condition those features of facilities and vehicles that are required to make them accessible to and usable by individuals with disabilities. Maintenance will be conducted promptly (Section 37.161(a)).
4. RTC/Citifare will utilize a system of regular and frequent maintenance checks of lifts sufficient to determine if they are operative (Section 37.163(b)).

CITIFARE ADA COMPLIANCE

Page Five.

5. When an accessibility feature is out of order, RTC/Citifare will take reasonable steps to accommodate individuals with disabilities who would otherwise use the feature. These steps may include dispatching a replacement accessible coach, sending a supervisor vehicle, or contacting CitiLift for accessible transportation (Section 37.161(b)).
6. RTC/Citifare buses will be equipped with public address systems. Implementation will be coordinated with the receipt of federal funds for acquisition of necessary capital equipment (Section 38.35).
7. RTC/Citifare will provide controls adjacent to the wheelchair securement location for requesting stops. These controls will alert the driver by both auditory and visual indications of the request (Section 38.37).

ORIGINAL

MANAGEMENT POLICY

SUBJECT: RTC FIXED ROUTE ADA COMPLIANCE

I. PURPOSE

It is the policy of the Regional Transportation Commission (RTC) to administer public mass transportation services in the Reno-Sparks urbanized area in compliance with the Americans with Disabilities Act (ADA).

II. SCOPE

- X Public
Board Members
- X RTC Officers
- X RTC Employees
- Other: _____

III. DEFINITIONS

None.

IV. POLICY

- A. RTC will ensure that RTC's fixed-route services comply with the requirements of ADA as prescribed by the Federal Transit Administration service regulations.
- B. The Executive Director shall create appropriate procedures for implementation of this policy and has authority to make procedural changes, as necessary, to respond to changing conditions while remaining consistent with the intent of this policy.

- END -

APPROVED: _____



MANAGEMENT POLICY

SUBJECT: REAL PROPERTY ACQUISITION

PURPOSE:

The purpose of this Management Policy is to provide authorities and responsibilities for the acquisition of real property and rights-of-way necessary to construct projects and fulfill statutorily authorized purposes of the Regional Transportation Commission of Washoe County (RTC). In carrying out its real property and right-of-way acquisitions, RTC will comply with all applicable state and federal acquisition requirements. As state and federal requirements are amended, this policy will be amended to conform. In the event of a conflict between this policy and state or federal requirements, RTC will comply with the state and federal acquisition requirements.

This policy applies to all RTC real property purchase and acquisition activities and takes precedence over any conflicting procurement procedures listed in the Regional Street and Highway Program policy.

POLICY:

1.0 Legal Framework

All RTC acquisitions of real property and rights-of-way must be completed in accordance with N.R.S. 37, 241, 277A, 278B, 342, 373, 377A, Article I, Section 22 of the Nevada Constitution, and any other applicable state laws and regulations. Acquisitions of real property and rights-of-way that will be funded in whole, or in part, with federal funding must comply with applicable federal laws and regulations.

Under N.R.S. Chapters 37, Article I, Section 22 of the Nevada Constitution, 342, 241 and 277A, RTC has the power to exercise the right of eminent domain to acquire property for public purposes within the jurisdictional limits of Washoe County and the Cities of Reno and Sparks, if the jurisdiction has authorized the RTC to initiate condemnation proceedings to acquire real property needed for construction projects. These powers include temporary and permanent takings of real property that are needed to construct RTC projects.

2.0 Real Property and Right-of-Way Acquisitions

2.1 Objectives

The RTC shall acquire real property and rights-of-way as necessary to construct RTC projects and fulfill statutorily authorized purposes of the RTC. Costs shall be considered in conjunction with design alternatives to produce the overall most cost-effective real property acquisition.

2.2 Eligible Costs

All costs associated with real property and rights-of-way acquisitions may be funded by the RTC. The amount appropriated will include, but not be limited to, costs of appraisals, title reports and insurance, escrow services, environmental assessments, relocation assistance benefits, related right-of-way engineering costs, legal counsel for litigation involving eminent domain proceedings, negotiations conducted by consultants, as well as the cost of the real property to be acquired. When appropriate, at least one appraisal prepared by a member of the American Institute of Real Estate Appraisers (M.A.I.) or person having the designation Senior Real Estate Analyst (S.R.E.A.) will be required. A copy of all appraisals will be forwarded to and become a part of the records of the RTC.

2.3 Acquisition

The following steps will be utilized in the acquisition of real property and rights-of-way:

- (1) RTC's Director of Engineering or Property Agent shall make an offer to purchase the real property based upon the appraised value. If the initial offer is rejected, RTC staff and legal counsel may negotiate with the property owners and/or representative and, when appropriate, recommend to the Executive Director that consideration be given to approving an administrative settlement to the original offer.
- (2) If the final offer to purchase is rejected, RTC may commence eminent domain proceedings (when authorized by statute) through appropriate notice to the property owner and approval of the resolution of condemnation by the Board.
- (3) Upon receipt of the resolution of condemnation, RTC legal counsel will prepare and file the necessary legal documents to obtain possession by way of an order of occupancy and will be responsible for all aspects of the eminent domain litigation.
- (4) RTC staff and legal counsel may negotiate with the property owners and/or representative and, when appropriate, recommend to the Executive Director that consideration be given to approving a legal settlement.
- (5) All negotiations, offers, counteroffers, and substantive actions by the RTC shall be documented as necessary to allow for the substantive review of the real property transaction.

2.4 Relocation and Reimbursement

The Executive Director may execute all relocation and/or reimbursement agreements that meet federal, state and RTC policy requirements.

3.0 Settlement Approval

Board approval of a project and project budget constitutes approval to purchase real property for that project at the appraised value. The Executive Director is authorized to approve administrative

settlements and legal settlements not to exceed \$50,000. Proposed administrative settlements and legal settlements in excess of \$50,000 shall be referred to the Board for approval.

4.0 Routing and Review

Agreements for the purchase of real property and rights-of-way must be developed and reviewed pursuant to procedures adopted by the RTC Department of Engineering.

5.0 Execution

Contracts for the purchase of real property and right-of-ways must be executed in order to be binding and effective. The Executive Director will execute such contracts.

ORIGINAL

MANAGEMENT POLICY

SUBJECT: REAL PROPERTY ACQUISITION

I. PURPOSE

It is the policy of the Regional Transportation Commission (RTC) to provide authorities and responsibilities for the acquisition of real property and rights-of-way necessary to construct projects and fulfill statutorily authorized purposes of the Agency. In carrying out its real property and right-of-way acquisitions, RTC will comply with all applicable state and federal acquisition requirements. As state and federal requirements are amended, this policy will be amended to conform. In the event of a conflict between this policy and state or federal requirements, RTC will comply with the state and federal acquisition requirements.

This policy applies to all RTC real property purchase and acquisition activities and takes precedence over any conflicting procurement procedures.

II. SCOPE

- Public
- X Board Members
- X RTC Officers
- X RTC Employees

Other: _____

III. DEFINITIONS

None.

IV. POLICY

A. Legal Framework

1. All RTC acquisitions of real property and rights-of-way must be completed in accordance with Nevada Revised Statutes (NRS) 37, 241, 277A, 278B, 342, 373, 377A, Article I - Section 22 of the Nevada Constitution, and any other applicable state laws and regulations. Acquisitions of real property and rights-of-way that will be funded in whole, or in part, with federal funding must comply with applicable federal laws and regulations.
2. Under Article I - Section 22 of the Nevada Constitution and NRS Chapters 37, 241, 277A, and 342, RTC has the power to exercise the right of eminent domain to acquire property for public purposes within the jurisdictional limits of Washoe County and the Cities of Reno and Sparks, if the jurisdiction has authorized RTC to initiate condemnation proceedings to acquire real property needed for construction projects. These powers include temporary and permanent takings of real property that are needed to construct RTC projects.

B. Real Property and Right-of-Way Acquisitions

1. Objectives: RTC shall acquire real property and rights-of-way as necessary to construct RTC projects and fulfill statutorily authorized purposes of RTC. Costs shall be considered in conjunction with design alternatives to produce the overall most cost-effective real property acquisition.
2. Eligible Costs: All costs associated with real property and rights-of-way acquisitions may be funded by RTC. When appropriate, at least one appraisal prepared by a member of the American Institute of Real Estate Appraisers or person having the designation Senior Real Estate Analyst will be required. A copy of all appraisals will be forwarded to and become a part of the records of RTC.
3. Acquisition
 - a. The RTC Engineering Director or Property Agent shall make an offer to purchase the real property based upon the appraised value. If the initial offer is rejected, RTC staff and legal counsel may negotiate with the property owners or representative and, recommend to the Executive Director that consideration be given to approving an administrative settlement to the original offer, when appropriate.

- b. If the final offer to purchase is rejected, RTC may commence condemnation proceedings, when authorized by statute, through appropriate notice to the property owner and approval of the resolution of condemnation by the Board.
 - c. Upon receipt of the resolution of condemnation, RTC legal counsel will prepare and file the necessary legal documents to obtain possession by way of an order of occupancy and will be responsible for all aspects of the eminent domain litigation.
 - d. RTC staff and legal counsel may negotiate with the property owner or representative and recommend to the Executive Director that consideration be given to approving a legal settlement, when appropriate.
 - e. All negotiations, offers, counteroffers, and substantive actions by RTC shall be documented as necessary to allow for the substantive review of the real property transaction.
4. Relocation and Reimbursement: The Executive Director may execute all relocation or reimbursement agreements that meet federal, state, and RTC policy requirements.
- C. Settlement Approval: Board approval of a project and project budget constitutes approval to purchase real property for that project at the appraised value. The Executive Director is authorized to approve administrative settlements and legal settlements not to exceed \$50,000. Proposed administrative settlements and legal settlements in excess of \$50,000 shall be referred to the Board for approval.
- D. Routing and Review: Agreements for the purchase of real property and rights-of-way must be developed and reviewed pursuant to procedures adopted by the RTC Engineering Department.
- E. Execution: Contracts for the purchase of real property and right-of-ways must be executed in order to be binding and effective. The Executive Director will execute such contracts.

- END -

APPROVED: _____



MANAGEMENT POLICY

SUBJECT: INTERLOCAL AGREEMENTS

PURPOSE:

The purpose of this Management Policy is to define authorities and responsibilities for interlocal and cooperative agreements entered into by the Regional Transportation Commission (RTC) as authorized by N.R.S. Chapter 277 – Cooperative Agreements: State, Counties, Cities, Districts and Other Public Agencies, and any other statutory authority.

POLICY:

1.0 Approval

Interlocal and cooperative agreements must be approved by the Board prior to execution. Certain agreements must be approved by formal resolution or ordinance or other action prescribed by statute. See e.g. N.R.S. 277.045 et seq.

2.0 Routing and Review

Interlocal and cooperative agreements must be reviewed internally prior to execution in order to ensure that they are sound and complete agreements. The Chief Counsel, Director of Finance and Executive Director must review and sign-off on these agreements prior to execution.

3.0 Execution

Interlocal and cooperative agreements must be executed in order to be binding and effective. The Executive Director will execute these agreements.

MANAGEMENT POLICY

SUBJECT: INTERLOCAL AGREEMENTS

I. PURPOSE

It is the policy of the Regional Transportation Commission (RTC) to define authorities and responsibilities for interlocal and cooperative agreements entered into by the RTC as authorized by Nevada Revised Statutes (NRS) Chapter 277 - Cooperative Agreements: State, Counties, Cities, Districts and Other Public Agencies, and any other statutory authority. This policy does not apply to:

- Grants and agreements necessary to secure grants;
- Project-related agreements with utility providers;
- Procurement related agreements; OR
- Facility and property use agreements for the temporary use of RTC property.

II. SCOPE

Public

X Board Members

X RTC Officers

X RTC Employees

Other: _____

III. DEFINITIONS

- A. Interlocal Cooperative Agreement – A term used broadly to refer to agreements between the RTC and the State, a political subdivision of the State, a political subdivision of another state, or any agency of a state or of the United States, as generally or specifically authorized by NRS Chapter 277 and any other statutory authority. These agreements may have different titles such as an interlocal agreement, cooperative agreement, memorandum of understanding, letter of understanding, or other titles.

IV. POLICY

- A. Approval: Interlocal cooperative agreements must be approved by the Board prior to execution. Certain agreements must be approved by formal resolution or ordinance or other action prescribed by statute. *See e.g.* NRS 277.045 et seq.

- B. Routing and Review: Interlocal cooperative agreements must be reviewed internally prior to execution in order to ensure that they are sound and complete agreements. The Legal Services Director, Finance Director, and Executive Director must review and sign-off on these agreements, and any amendments thereto, prior to execution.
- C. Execution: Interlocal cooperative agreements must be executed to be binding and effective. The Executive Director will execute these agreements.
- D. Amendments: Amendments to an interlocal cooperative agreement, other than administrative changes that do not affect the substantive rights of the parties, must go through the same approval, routing and review, and execution as the original interlocal cooperative agreement.

- END -

RTC Management Policy P-15
Date Approved: November 14, 1985
Revised/Approved: July 18, 2008


Gregory H. Krause, Executive Director

MANAGEMENT POLICY

SUBJECT: PRIVATE ENTERPRISE PARTICIPATION IN THE URBAN MASS TRANSPORTATION PROGRAM

PURPOSE

To formalize the consultation process with private enterprise to assure compliance with federally sponsored programs and to meet standards set in the RTC Organizational Philosophy Statement.

POLICY

It is the policy of RTC to afford an opportunity to the private sector to participate in the planning and provision of transportation services delivered to the community. This will be achieved through the following measures:

1. PROGRAM OF PROJECTS (POP)
 - A. RTC shall develop a POP which includes a consultation process with private transportation providers and local elected officials to secure participation in the POP planning process.
 - B. RTC shall conduct a public hearing and notice such hearing in conformance with the RTC public hearing policy. Private transportation providers and local elected officials will be provided with a copy of the hearing notice and draft POP. Other interested parties will have an opportunity to examine the content of the draft POP at the following locations prior to the public hearing.

RTC Transportation Center
RTC Ticket Sales Office
Reno City Manager's Office
Sparks City Manager's Office
Washoe County Manager's Office

Interested parties may submit written or oral comments at the public hearing.

PRIVATE ENTERPRISE PARTICIPATION IN THE URBAN MASS TRANSPORTATION PROGRAM

Page 2

- C. RTC shall approve a final POP only after comments and views of affected citizens, private transportation providers and local elected officials have been considered. The final POP shall be made available to the public.
- D. Subsequent to POP approval, the RTC may consider the implementation, modification or elimination of service to meet the community's needs. Such action may be necessary following POP approval since two years may elapse between POP approval and vehicle purchase. If service changes are considered, a consultation process similar to that outlined in 1. A, 1. B and 1. C will occur.

2. TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

- A. RTC shall develop a TIP which affords an opportunity for private transportation providers to participate in and have their views considered prior to endorsement by the Metropolitan Planning Organization.
- B. RTC should consider the provision of service by private operators without public subsidy if such service is consistent with local objectives and does not adversely affect other elements of the system.
- C. RTC should consider the provision of service by private operators with public subsidy if an equivalent level of service can be provided to the public more cost effectively without adversely affecting other elements of the system.

3. DOCUMENTATION

- A. RTC shall maintain records which document the participatory nature of the local planning process and the rationale used in making public/private service decisions.

4. DISPUTES

- A. The Metropolitan Planning Organization shall resolve disputes which may surface from private providers with the POP or TIP proposals.

RTC Management Policy P-17
Date Approved: 8/1/1985

Approved: _____

MANAGEMENT POLICY

SUBJECT: NEVADA CONTRACTOR'S LICENSE

PURPOSE

To formally state Regional Transportation Commission/Citifare's position concerning Nevada Contractor's License requirements for contractors.

POLICY

1. Because the RTC/Citifare is committed to providing quality services and facilities while carrying out these responsibilities within the constraints of funds available in a cost effective manner, it is in the RTC/Citifare's and the public's best interest that any construction, alteration, improvement or repair carried on within the limits and boundaries of Washoe County, in which the work is performed by a private contractor, that contractor must possess a valid Nevada contractor's license prior to bid submittal.

MANAGEMENT POLICY

SUBJECT: INTERAGENCY COMMUNICATION PROCEDURES

PURPOSE

The following procedures have been developed to clarify the communication process and role of the Regional Transportation Commission and the City/County staffs in the process of transportation planning in Washoe County.

POLICY

As the designated Metropolitan Planning Organization for transportation planning in Washoe County, the Regional Transportation Commission is required to coordinate planning activities with the Cities of Reno and Sparks and Washoe County. Interagency coordination is critical in the transportation planning process. The following procedures are designed to ensure that all agencies are informed and have appropriate input in the process.

PROCEDURE 1 - Development and Approval of the Street/Highway Master Plan (SHMP), Intermediate Range Transportation Plan (IRTP), and Transportation Improvement Program (TIP) and Amendments to these Documents

The development and amendment of the SHMP, IRTP, and TIP will be the responsibility of Regional Transportation Commission staff. Review and approval of these documents by the Technical Advisory Committee will be required.

PROCEDURE 2 - Development and Approval of Land Use Data for Street and Highway Planning

Land use data required for street/highway planning by the Regional Transportation Commission staff will be developed by City/County staffs and will be approved in writing by the appropriate Planning Director. Land use data approved by the Planning Director will be approved by the Technical Advisory Committee to ensure regional consistency.

PROCEDURE 3 - Development and Approval of Street and Highway Networks

Street/Highway networks will be developed by the Regional Transportation Commission staff and reviewed by the Planning and Public Works Director of each local government. Networks will be reviewed and approved by the Technical Advisory Committee to ensure regional consistency.

INTERAGENCY COMMUNICATION PROCEDURES

Page Two

PROCEDURE 4 - Development and Approval of Street and Highway Project Costs

Street/Highway project costs will be developed by the Regional Transportation Commission staff in conjunction with City/County staffs and will be approved in writing by the Public Works Director of each local government with the exception of federally funded projects which will be the responsibility of the Nevada Department of Transportation. Project costs will be reviewed and approved by the Technical Advisory Committee for any analysis which uses project costs in determining project prioritization.

PROCEDURE 5 - Development and Approval of Street and Highway Policies

Street/Highway Policies will be developed by the Regional Transportation Commission staff and reviewed and approved by the Technical Advisory Committee.

PROCEDURE 6 - Project Review and Comment

The Regional Transportation Commission staff will be responsible for the preparation of comments relating to transportation impacts and recommended conditions of approval for proposed development. These recommended conditions will be submitted to the City/County Planning Directors. If a conflict arises between RTC and City/County staffs regarding these conditions, the RTC will attempt to informally negotiate a resolution. If the negotiation is unsuccessful, the Regional Transportation Commission will submit proposed conditions of approval directly to the elected body or planning commission for consideration. This procedure is not subject to Procedure 7: Conflict Resolution.

PROCEDURE 7 - Conflict Resolution

In the event that a conflict arises in the execution of the procedures listed above (except Procedure 6), the following steps will be utilized to resolve the issue: 1) the agencies in disagreement will attempt to negotiate informally; 2) if step 1 fails, the agencies in disagreement will seek resolution by formal action of the Technical Advisory Committee, 3) if steps 1 and 2 fail to satisfy any party, the conflict will be brought to the Regional Transportation Commission for resolution.

Approved:

MANAGEMENT POLICY

SUBJECT: SOUNDWALL POLICY

PURPOSE

The Regional Transportation Commission often receives requests to install soundwalls between residences or businesses and RTC projects. To ensure consistency, the following policy is hereby established:

POLICY

1. RTC will not fund construction of soundwalls on existing facilities owned or maintained by others, constructed by RTC or others, or retrofit existing facilities.
2. RTC will consider installation of soundwalls on new projects and will evaluate each situation on a case-by-case basis taking into consideration roadway location, proximity of structures to the roadway, elevation of the roadway, line of sight, and other factors which may be appropriate for consideration.

RTC Management Policy P-22
Approved: May 15, 1989
Revised/Approved: November 2010
Revised/Approved: October 24, 2019



Lee G. Gibson, Executive Director

MANAGEMENT POLICY

SUBJECT: DRUG AND ALCOHOL FREE WORKPLACE POLICY

POLICY

The Regional Transportation Commission (RTC) recognizes the importance of maintaining a safe, efficient, and healthful work environment for its employees. Substance abuse can lead to impaired job performance, lost productivity, absenteeism, accidents, lowered morale, rising health care costs, and diminished interpersonal relationship skills. This policy applies to all full-time, part-time, and temporary employees of the RTC.

The RTC receives funding through federal grants and is therefore subject to the Drug-Free Workplace Act of 1988. Accordingly, except as otherwise provided by law, all employees must comply with the Drug-Free Workplace Act of 1988.

1. The RTC is committed to:

- Maintaining a safe and healthy workplace for all employees and volunteers;
- Assisting employees or volunteers who recognize they have a problem with drugs, prohibited substances, or alcohol in receiving appropriate treatment;
- Periodically providing employees and volunteers with information about the dangers of workplace drug abuse; and
- When appropriate, taking disciplinary action for failure to comply with this policy.

2. The RTC strictly prohibits the following behavior:

- a. The use, sale, attempted sale, manufacture, attempted manufacture, purchase, possession or cultivation, distribution and/or dispensing of illegal drugs or prohibited substances by an employee at any time and in any amount. For the purpose of this policy, illegal drugs include those classified as such under local, state, or federal laws. Prohibited substances include medical marijuana (except as otherwise provided by law) and recreational marijuana, the use or possession of prescription medicines for which the individual does not have a valid prescription, and the inappropriate use of prescribed medicines for which the employee has a valid prescription. The prohibition also includes using over-the-counter medications contrary to manufacturer

- instructions, or consumer products not meant for human consumption. (Prohibited substances do not include prescription drugs and over-the-counter drugs that have been legally obtained and are being used in the manner, time, combination and/or quantity for which they were prescribed or manufactured.) In addition, the RTC prohibits employees from possessing open containers of alcoholic beverages while on the RTC's premises and/or while on duty and from working with a blood-alcohol level of .02 or more at any time.
- b. Bringing alcohol, illegal drugs, and other prohibited substances which may impair the safety or welfare of employees or the public onto the premises controlled by the RTC or placing in vehicles or equipment operated on behalf of the RTC.
 - c. Driving an RTC vehicle while on or off duty with a blood alcohol level of .02 or more or under the influence of an illegal drug or prohibited substance, regardless of the amount.

3. Responsibilities and Reporting Requirements

Employee

1. Each employee is responsible for meeting standards for work performance and safe on-the-job conduct.
2. Each employee must report the facts and circumstances of any drug or alcohol conviction resulting from an incident that occurred while the employee was on duty or which may impact the employee's ability to perform the duties of his/her job. If duties involve driving a vehicle, the employee must report to their supervisor a conviction for driving under the influence (DUI), and/or revocation or suspension of the driver's license pending adjudication. Notification must occur before resuming work duties or immediately after the conviction or revocation/suspension. Employees are required to notify the RTC of any conviction for a drug-related offense in the workplace within five (5) days after such conviction. Within ten (10) days of receiving notice of the employee's drug-related conviction, the RTC shall notify, as required, any federal agency with which it has the applicable grant or contract. Failure to notify the RTC will result in disciplinary action, up to and including termination.
3. Employees must act as responsible representatives of the RTC. It is every employee's responsibility to report violations of this policy to their immediate supervisor or to the Director of Administrative Services. Such reporting is critical in preventing serious injuries or damage to the RTC's property.

Department Director; Supervisor or Designee

A management employee who receives information or is a witness to any use of illegal drugs, prohibited substances, or alcohol by an employee which violates RTC's policies, is required to immediately report this information to his/her Department Head or the Director of Administrative Services.

4. Drug Free Workplace Education

The RTC will provide communication and training on this policy to include a training program to assist supervisors to recognize the conduct and behavior that gives rise to a reasonable suspicion of drug and/or alcohol use by employees and how to take appropriate corrective action.

Any employee may voluntarily seek advice, information, and assistance. Medical confidentiality will be maintained consistent with this policy and applicable law.

5. Employee Assistance and Voluntary Referral

1. The RTC strongly encourages employees who suspect they have substance abuse problems to voluntarily refer themselves to a treatment program. A voluntary referral is defined as being one that occurs prior to any positive test for illegal drugs, prohibited substances, or alcohol under this policy and prior to any other violation of this policy, including a conviction of that individual for a drug or alcohol related offense. A request for assistance to enter an alcohol or drug rehabilitation program made by an employee after there has been a violation of this policy shall not prevent the RTC from proceeding with appropriate disciplinary action including termination.
2. Any employee who voluntarily requests assistance in dealing with a personal drug and/or alcohol problem may do so through a private treatment program for drug and alcohol problems. An employee who is enrolled in a treatment program may be entitled to time off and/or a reasonable accommodation, subject to the limitations and requirements of applicable law.
3. The cost of the drug or alcohol rehabilitation or treatment program shall be borne by the employee and, if applicable, the employee's insurance provider. All information regarding an employee's participation in treatment will be held in strict confidence. Only information that is necessary for the performance of business will be shared by the RTC's management.

6. Reasonable Suspicion Testing

Employees are subject to testing based on (but not limited to) observations by at least two members of management of apparent workplace use, possession, or impairment. The Director of Administrative Services, the Director of Legal Services, or the department director should be consulted before sending an employee for testing. Management must use the Reasonable Suspicion Observation Checklist to document specific observations and behaviors that create a reasonable suspicion that an employee is under the influence of drugs, prohibited substances, or alcohol. The following behaviors will contribute toward reasonable suspicion and, collectively or independently, on a case-by-case basis may provide a sufficient reason for requesting a test.

Examples include, without limitation:

- Odors (smell of alcohol, body odor or urine).
- Movements (unsteady, fidgety, dizzy).
- Eyes (dilated, constricted or watery eyes, or involuntary eye movements).
- Face (flushed, sweating, confused or blank look).
- Speech (slurred, slow, distracted mid-thought, inability to verbalize thoughts).
- Emotions (violent or threatening behavior; argumentative, agitated, irritable, drowsy).
- Actions (yawning, twitching).
- Inactions (sleeping, unconscious, no reaction to questions).

When reasonable suspicion testing is warranted, both management and the Director of Administrative Services will meet with the employee to explain the observations and the requirement to undergo a drug and/or alcohol test within two hours. Refusal by an employee will be treated as a positive drug test result.

Under no circumstances will the employee be allowed to drive himself or herself to the testing facility. A member of management must transport the employee or arrange for appropriate transportation of the employee.

7. Post-Accident Testing

Employees are subject to testing for illegal drugs, prohibited substances, and alcohol when they cause or contribute to accidents that seriously damage an RTC vehicle, machinery, equipment or property or that result in an injury to themselves, another employee, or a third party requiring offsite medical attention. In any of these instances, the investigation and subsequent testing must take place within as soon as possible after the accident, but after any necessary emergency medical attention has been provided. Absent an emergency, an employee who leaves the scene before the test is administered or who does not make him/herself readily available may be deemed to have refused to be tested, and such refusal shall be treated as a positive test. Refusal by an employee will be treated as a positive drug test result.

Under no circumstances will the employee be allowed to drive himself or herself to the testing facility. A member of management must transport the employee or arrange for appropriate transportation of the employee.

Upon completion of the test:

- i. If the employee caused or contributed to the accident, or the RTC determines there is a risk to return him/her to work, the employee will be provided transportation to their home and placed on administrative leave with pay pending the results of this test.
- ii. If the RTC determines the employee did not cause or contribute to the accident, the employee will be transported back to the work site (if medically able) and will resume work.
- iii. If the test comes back positive and the RTC needs to conduct further investigation, the employee may be placed on administrative leave with or without pay.

Note: Pursuant to NRS Chapter 616C, a positive test for illegal drugs, prohibited substances (including marijuana), or alcohol per limits set forth in NRS Chapter 484C can cause the denial of workers' compensation claims.

In the event an employee is so seriously injured that they cannot provide a blood, breath, or urine specimen at the time of the accident, the employee must provide necessary authorization, as soon as the employee's physical condition allows, to enable the RTC to obtain hospital records or other documents that indicate the presence of drugs, prohibited substances, or alcohol in the employee's system when the accident occurred.

- iv. In the event federal, state, or local officials conducted drug and/or alcohol testing following an accident, the employee will be required to sign a release allowing the RTC to obtain the test results from such officials.

8. Return-to-Work Testing/Follow-Up Testing

If the RTC agrees to continue employment, an employee who violates this policy and undergoes rehabilitation for drugs, prohibited substances, or alcohol will, as a condition of returning to work, be required to undergo follow-up testing as established by the RTC. The extent and duration of the follow-up testing will depend upon the safety and security nature of the employee's position and the nature and extent of the employee's substance abuse problem. The employer will review the conditions of continued employment with the employee prior to the employee's returning to work. Any such condition for continued employment shall be given to the employee in writing. The employer may consider the employee's rehabilitation program in determining an appropriate follow-up testing program. Any employee subject to return-to-work testing that has a confirmed positive drug or alcohol test will be in violation of this policy and subject to termination.

9. Insubordination.

Those who refuse to submit to a drug/alcohol test when requested, release results, or who are found to have engaged in conduct to evade the test or testing process, including dilution, adulteration, failure to report accident immediately or concealment of information, will be considered insubordinate and subject to disciplinary action, up to and including termination for this additional and independent reason.

10. Testing Guidelines

The RTC may test for alcohol and illegal/prohibited substances including but not limited to:

- Marijuana (THC)
- Cocaine, including crack
- Opioids, including heroin, codeine, morphine, hydrocodone, hydromorphone, oxycodone, and oxycodone
- Amphetamines, including methamphetamines
- Phencyclidine (PCP)

11. Searches

If the RTC suspects that an employee is in possession of illegal drugs, prohibited substances, alcohol, or contraband in violation of this policy, the RTC may search all buildings, offices, facilities, grounds, parking lots, lockers, places and vehicles owned by the RTC or any site on which the RTC is conducting business. Searches may or may not be conducted in the presence of the person whose property or work area is searched.

12. Violation of Policy

Drug and Alcohol Free Workplace Policy

1. Employees in violation of the provisions of this policy may be subject to disciplinary action, up to and including termination.
2. An employee may be found to have violated this policy on the basis of any appropriate evidence including, but not limited to:
 - a) Direct observation of illegal use of drugs or use of prohibited substances; prohibited use of alcohol; or possession of illegal drugs, prohibited substances, alcohol, or related contraband;
 - b) Evidence obtained from an uncontested motor vehicle citation, or a conviction for use or possession of illegal drugs or prohibited substances, or for the use or being under the influence, of alcohol on the job;
 - c) A verified positive test result; or
 - d) An employee's voluntary admission.

13. Confidentiality

Information and records relating to positive test results, drug and alcohol dependencies, and legitimate medical explanations provided to the Medical Review Officer will be kept confidential to the extent required by law and maintained in secure files separate from normal personnel files. Test results may be disclosed to another member of management on a need-to-know basis and to the employee upon request. Disclosures, without employee consent, may also occur when: the information is compelled by law or judicial or administrative process; the information has been placed at issue in a formal dispute between the employer and the employee or job applicant; the information is used in administering an employee benefit plan or other insurance program; the information is needed by first-aid, safety, or medical personnel for the diagnosis or treatment of an employee who is unable/unwilling to authorize disclosure; for review by the State Worker's Compensation authorities or the State Unemployment Security Division in determining a pending claim; or the information is compelled by Federal officials investigating compliance with the Americans With Disabilities Act.

RTC Management Policy P-24
Date Approved: 9/14/1989
Date Revised: 6/18/1999
Date Revised: 03/18/2016

Approved: 

MANAGEMENT POLICY

SUBJECT: TUITION REIMBURSEMENT POLICY

PURPOSE

The Regional Transportation Commission (RTC) recognizes that employees who receive additional training and education in job-related areas are an asset to RTC. To encourage formal education obtained outside the workplace and assist employees wishing to improve their job knowledge or to acquire the ability to take on further responsibilities, RTC has adopted a formal tuition reimbursement policy.

POLICY

It is the policy of the Regional Transportation Commission to assist employees who desire to improve their knowledge and skills through continuing education. An employee will be reimbursed upon successful completion of approved courses offered through local colleges, universities, or technical schools based on the following guidelines:

Reimbursement for course fees and textbooks will be made for approved courses in which the employee receives a grade of "C" or better or "pass" in pass/fail courses. Approval will be granted for courses related to the employee's current job or a logical career path with the agency. Each employee may receive up to \$5,250.00 total reimbursement during any calendar year.

PROCEDURE

1. In order to be considered for reimbursement, approval must be obtained before the employee begins the course. This request for approval must be submitted on the appropriate RTC form and approved by the employee's Director and the Executive Director. Once completed, a copy of the form will be provided to the employee and his or her supervisor. The original will be maintained by the Finance Department.
2. Upon completion of the course, the employee will submit evidence of a grade of "C" or better or "pass" in a pass/fail course and receipts for course fees and required textbooks to his or her Department Director.

TUITION REIMBURSEMENT

Page 2

3. The Department Director will transmit the documents, along with a completed Request for Tuition Reimbursement form, to the Executive Director for final approval. The Executive Director will approve the request, if appropriate, and submit the forms to Finance for processing.
4. Once the Finance Department has processed the reimbursement request, a copy of the signed reimbursement form(s) will be forwarded to the Human Resources Administrator for inclusion in the employee's training record.

Attachment

Eliminate Board Approval

REGIONAL TRANSPORTATION COMMISSION
TUITION REIMBURSEMENT REQUEST FORM

Employee Name: _____

Course Title and Number: _____

College/University Where Offered: _____

Dates and Times of Course: (From) _____ (To) _____

Cost of Course: \$ _____ Estimated Cost of Textbooks: \$ _____

I feel this course is related to my employment because:

I am requesting approval of tuition reimbursement for the above course pursuant to RTC's Tuition Reimbursement Policy.

Date: _____ Employee Signature: _____

Approval: recommended not recommended

Date: _____ Department Director Signature: _____

Approval: granted denied pursuant to terms stated in RTC's Tuition Reimbursement Policy.

Date: _____ Executive Director: _____

I am hereby submitting evidence of a qualifying grade and expense receipts for the above class. The amount requested is \$ _____

Date: _____ Employee Signature: _____

Reimbursement: approved denied approved with modifications

_____ Total amount approved: \$ _____

Date: _____ Executive Director: _____

RTC Management Policy P-40
Approved: November 19, 1999
Revised: June 15, 2017


Lee Gibson, Executive Director

MANAGEMENT POLICY

SUBJECT: INFORMATION TECHNOLOGY ACCEPTABLE USE POLICY

Policy

IT resources include, but are not limited to, all computer, network and telecommunications equipment; software, operating systems, data and storage media; and network accounts providing access to e-mail, Internet/Intranet, remote access and other services and systems funded by the RTC or available through equipment owned, subsidized, paid for or leased by the RTC. These resources are the property of the RTC and are to be used for business purposes serving the interests of the RTC and the public.

Scope

This policy applies to all RTC employees, interns, volunteers, students and others (hereinafter referred to as "users") who utilize the IT resources of the RTC. This policy must be followed in conjunction with other applicable RTC policies or RTC Personnel Rules governing the workplace. The RTC complies with all applicable federal, state and local laws, including those that concern the employer/employee relationship and intellectual property (e.g., copyright, patents and trademarks). Nothing contained herein should be construed to violate any of the rights or responsibilities contained in such laws.

Privacy

Employees should not expect privacy with respect to any of their activities when using the RTC's computer and/or electronic and telecommunication property, systems, or services even when accessing from a personal device. Use of passwords or account numbers by employees does not create a reasonable expectation of privacy and confidentiality of information being maintained or transmitted. The RTC reserves the right to review, retrieve, read, and disclose any files, messages, or communications that are created, sent, received, or stored in the RTC's network, or on the RTC's computer systems and/or equipment. Authorized individuals within the RTC may monitor equipment, systems and network data, communications and traffic at any time. ***Users should also be aware that electronic records may be subject to public disclosure as required by law.***

In accordance with provisions of NRS, the RTC will not request user names and passwords for personal social media accounts. This provision does not prevent an employer from requiring an employee to disclose their user name and password for access to the RTC's computer or information system.

Use

1. The computers, electronic equipment, associated hardware/software and RTC data, including, but not limited to, electronic mail (email or instant messaging "IM") and access to online services, as well as voice mail, smart phones and faxes, even when accessed from a personal device, belong to the RTC and, as such, are provided for business use. Very limited or incidental use of RTC-owned equipment by employees for personal, non-business purposes is acceptable as long as it is:
Conducted on personal time (i.e., during designated breaks or meal periods);
 - a. Does not negatively impact system resources or storage capacity;
 - b. Does not involve any prohibited uses; or
 - c. Does not reference RTC or themselves as an employee without prior approval. This includes, but is not limited to:
 - Text which identifies RTC.
 - Photos which display RTC logos, patches, badges, or other identifying symbols of RTC.
 - Information of events which occurs involving RTC without prior approval.
 - Any other material, text, audio, video, photograph, or image which would identify RTC.
2. Employees loading, importing, or downloading programs from sources outside the RTC's system, including files from the Internet, social media sites, and any computer storage media, must check with the IT department prior to downloading and installing on their RTC computer. Compliance to copyright or trademark laws prior to downloading files or software must be adhered to explicitly.
3. Employees may use information technology, including the Internet, and social media sites during work hours on job-related matters to gather and disseminate information, maintain their currency in a field of knowledge, participate in professional associations, and communicate with colleagues in other organizations regarding business issues.
4. An employee's use of the RTC's computer systems, telecommunication equipment and systems, and other devices or the employee's use of personally-owned electronic devices to gain access to RTC's files or other work-related materials maintained by RTC constitutes the employee's acceptance of this policy and its requirements.

Prohibited Use

Prohibited use includes, but is not limited to, the following:

1. Sending, receiving, or storing messages or images that a “reasonable person” would perceive as violations against RTC policies against workplace violence, harassment and discrimination or other adopted policies and consider to be offensive, harassing, threatening, derogatory, defamatory, pornographic, indicative of illegal or prohibited activity, or any that contain belittling comments, slurs, or images based on race, color, religion, age, gender, pregnancy, sexual orientation, national origin, ancestry, disability, veteran status, domestic partnership, genetic information, gender identity or expression, political affiliation, or membership in the Nevada National Guard.
2. Solicitation related to private business or personal interests including contributions or fundraising.
3. Conducting outside employment in any manner.
4. Engaging in illegal, fraudulent, defamatory, or malicious conduct.
5. Writing or participating in blogs that injure, disparage, and/or defame the RTC, members of the public, and/or its employees’ reputations by name or implication.
6. Downloading, uploading, or otherwise transmitting without authorization:
 - a. Confidential or proprietary information or material
 - b. Copyrighted material
 - c. Illegal information or material
 - d. Sexually explicit material
7. Obtaining unauthorized access to 3rd party systems.
8. Using another person’s password or account number without explicit authorization by the RTC.
9. Improperly accessing, reading, copying, misappropriating, altering, misusing, or intentionally destroying the information/files of the RTC and other users.
10. Loading unauthorized software or software not purchased or licensed by the RTC.
11. Breaching or attempting to breach any security systems or otherwise maliciously tampering with any of the RTC’s electronic systems including, but not limited to, introducing viruses.
12. Using the RTC’s information technology for personal, non-business purposes in other than a limited or incidental way.
13. Using personal devices to connect to RTC’s internal private network via wireless or wired connections.

Computer/Laptop/Tablet Operation

In order to maintain security and manageability of the PC/Laptop/Tablet environment the following limitations and responsibilities must be observed:

- RTC Computer and/or Laptops must be approved, deployed and serviced by the IT Department;
- No user may download or install software on a RTC PC/Laptop without first contacting IT for assistance;
- No user-owned software or hardware will be installed on a RTC PC/Laptop;
- All important data should be saved to network drives where centralized backups can protect them, since data stored on the PC/Laptop is not protected against loss; and
- Any theft or loss of a RTC-issued electronic device must be reported to IT immediately, as these devices can provide access to the RTC's network and other IT resources.

Enforcement

Before access to any IT resource is granted, the user must sign the attached release form signifying the user's understanding and acceptance of this policy.

Complaints about unacceptable use should be promptly reported to the immediate supervisor. Such reports shall be taken seriously by the supervisor and promptly reported to HR which will promptly investigate the complaint.

Suspension of service to users may occur when deemed necessary to maintain the operation and integrity of the RTC's network. Network user accounts and password access may be withdrawn without notice if a user is suspected of violating the IT Acceptable Use Policy.

All provisions of this policy are deemed rules of the RTC and violation of any may result in disciplinary action up to and including termination of employment. Criminal or civil action against users may be initiated when laws are violated.

Regional Transportation Commission
P-40 Information Technology Acceptable Use Policy

Employee Acknowledgment

I have read, understand, and agree to abide by the Regional Transportation Commission's Information Technology Acceptable Use Policy.

Signature

Full Name (printed)

Title

Department

Date

Eliminate Board Approval

RTC Management Policy P-41
Date Approved: 01/29/1999
Date Revised: 06/15/2017
Date Revised: 09/18/2020

Approved: _____

Bill Thomas, AICP
Executive Director

MANAGEMENT POLICY

SUBJECT: EMPLOYEE REMOTE WORK

I. PURPOSE

It is the policy of the Regional Transportation Commission (RTC) to define the remote work program of RTC and the guidelines under which it will operate.

II. SCOPE

- Public
- Board Members
- X RTC Officers
- X RTC Employees
- Other: _____

III. DEFINITIONS

- A. Remote Work – Working at an alternate worksite that is away from the main or primary worksite typically used by RTC. Remote work is a mutually agreed upon alternative work location between the remote employee and RTC. Remote work is not an employee right or entitlement but rather a work alternative based upon the job content, satisfactory work performance, and work requirements of the department and RTC.

IV. POLICY

A. General

1. Not all positions are suitable for a remote work; therefore, assignments will be made based on business necessity and the particular position at issue, at the sole discretion of management.
2. Even if granted a remote work arrangement, employees may be re-assigned based on RTC's business needs.

3. Employees requesting remote work as a reasonable accommodation shall make such requests to the ADA coordinator (Director of Administration).
4. There may be some circumstances in which select employees are directed by RTC to remote work if working at the traditional work site is not practicable due to an emergency, including but not limited to, public health concerns related to communicable diseases, natural disasters, or extreme weather events.

B. Eligibility

1. Not all positions are appropriate for a remote work arrangement, and not all employees can productively function in a remote work arrangement. Therefore, the appointing authority shall determine which positions are suitable for remote work and which employees can be equally or more productive in such an environment.
2. Except as otherwise provided by law, the primary factor for consideration shall be whether an assignment to a remote work arrangement meets the business needs of the department and Agency.
3. Other factors include, but are not limited to:
 - a. The employee's work performance, both prior to and during, the assignment to a remote work position;
 - b. The nature of the work which will be performed, including the need for, and amount of, interaction with the public, co-workers, and subordinates required by the position;
 - c. The ability or lack thereof to measure employee output or work product; AND
 - d. The employee's need for supervision and ability to function productively without the need for supervision in a relatively close physical proximity.
4. Approval or disapproval of a request to remote work shall be provided to the employee in writing by the Department Director with no right to appeal.

- C. Requesting Permission to Remote Work: Employees seeking a remote work arrangement may apply to their Manager using the Remote Work Agreement form. The form shall be approved by the assigned department director and submitted to the Director of Administration before the employee may work remotely.

D. Employee Rights and Responsibilities

1. Except as specified in this policy or agreed to in the remote work agreement signed by the employee, employee rights and responsibilities are not affected by participating in remote work. An employee's compensation, benefits, and expected total number of hours worked will not change regardless of work location.
2. The employee is expected to adhere to all of the same policies, regulations, and performance expectations established for all employees of the Agency.
3. Remote employees must keep their supervisor informed of progress on assignments worked on at the alternative worksite, including any problems they may experience while working remotely. The employee must generate a summary of activities and accomplishments for the workweek by day in a prescribed format including tracking hours worked by job or task code using increments of no less than 15 minutes. Methods of planning and monitoring the work shall be at the discretion of the assigned manager or department director.
4. Office needs will take precedence over remote work days. An employee must forgo remote work if needed in the office on the regularly scheduled remote work day.
5. The employee is responsible for providing an appropriate workspace, including all necessary equipment to perform their normal job functions unless otherwise stated in the written agreement. Equipment supplied by the Agency is to be used for business purposes only. Any additional financial burden resulting from the remote work arrangement is solely the responsibility of the employee unless the arrangement is identified as an ADA reasonable accommodation in which case, the situation will be addressed individually.
6. Alternative arrangements may be authorized solely by RTC and only if the details of such arrangements are fully described and justified to the satisfaction of RTC in the approved Remote Work Agreement. In no case will RTC be responsible or obligated to pay any mortgage, rent or other fees that are the responsibility of the employee as a tenant or homeowner.
7. Remote work is not intended to serve as a substitute for child or adult care. If children or adults, in need of primary care, are in the alternate work location during employees' work hours, some other individual must be present to provide care. Although an employee's schedule may be modified to accommodate child care needs, the focus of the arrangement must remain on job performance and meeting work demands. Exceptions may be allowed on a limited basis due to emergencies at the discretion of RTC.

8. Employee understands that the Employer may not provide employee with a permanent office or workspace at the place of business and such determination is at the sole discretion of the Employer. Employee may be required to use a temporary office that may be used by others to complete work tasks when at the place of business.

E. Employer Rights and Responsibilities

1. Participation in a remote work agreement is at the sole discretion of management, unless identified as a reasonable accommodation under the ADA. Except as specified in this policy or agreed to in the individual remote work agreement.
2. The assigned supervisor or department director will determine the methods of planning, monitoring, receiving, and reporting the employee's activity and accomplishment and must manage the work of employees in their assigned area of responsibility.
3. Employees will be given as much advance notice as practicable if they will be needed in the office on the regularly scheduled remote work day.
4. Each remote work agreement will be discussed and renewed at least quarterly or whenever there is a change in the factors evaluated to determine whether the arrangement remains appropriate. Because remote work is selected as a feasible work option based on a combination of job characteristics, employee performance, and employer needs, a change in any one of these elements may require a review of the remote work agreement.
5. The employee will be covered by workers' compensation for all job-related injuries that occur in the designated workspace during the employee's defined work period. Since the workplace and home may be one and the same, workers' compensation will NOT apply to non-job-related injuries that might occur at the alternative site. Employees must notify their manager immediately and complete all necessary documents regarding a job-related injury.
6. The assigned manager or department director may, upon request and reasonable notice, inspect the employee's alternate workspace for safety and workers' compensation concerns.

F. Termination of Remote Work Agreement

1. The assigned manager, department director, or employee may terminate the remote work agreement for any reason, at any time. Whenever feasible, written notice will be provided, but this is not required.

6. The assigned manager or department director may, upon request and reasonable notice, inspect the employee's alternate workspace for safety and workers' compensation concerns.

F. Termination of Remote Work Agreement

1. The assigned manager, department director, or employee may terminate the remote work agreement for any reason, at any time. Whenever feasible, written notice will be provided, but this is not required.
2. The opportunity to participate in a remote work agreement is offered only with the understanding that it is the responsibility of the employee to ensure a proper work environment is maintained, dependent care arrangements must not interfere with work, and personal disruptions such as non-business telephone calls and visitors must be kept to a minimum. Employees must notify their manager of any changes to their standard workweek. Failure to maintain a proper work environment, as determined by the employer, provides cause for discipline and the termination of the employee's remote work agreement.
3. Approval for any remote work request is based upon RTC and department requirements as determined by RTC. Employees previously participating in a remote work agreement are not assured a remote work agreement in the future.
4. If remote work is considered as a reasonable accommodation, RTC and employee will follow RTC's ADA policy and process, to include proper use of appropriate forms and procedures.

- END -

RTC Management Policy P-44
Date Approved: April 15, 2005
Date Effective: August 2, 2005
Revised Effective: October 18, 2013

Approved: 
Lee Gibson, Executive Director

MANAGEMENT POLICY

SUBJECT: Leave of Absence (non-FMLA)

POLICY:

The policy of the Regional Transportation Commission (RTC) is to provide regular full time or part time employees a leave of absence according to the guidelines set forth below. A leave of absence will be granted as required by law or at the discretion of management.

Leaves of absence are not granted for the purpose of engaging in employment outside of the RTC or pursuing an independent business venture.

Leave of Absence:

A. Personal Leave:

- i. Employees who do not meet the eligibility requirements for leave under the Family Medical Leave Act (FMLA) may request a leave of absence when they or a family member have a serious medical condition or another event necessitating leave occurs. Such leave, up to a maximum of 12 work weeks may be granted as required by law or at the discretion of the Executive Director. Leave requests in excess of 12 work weeks require additional approval at the discretion of the Executive Director, unless applicable law otherwise provides.
- ii. Employees who have exhausted leave available under FMLA, but nonetheless continue to suffer from a serious health condition may request an extended medical leave of absence. This extended leave may be granted up to a maximum of one (1) year at the discretion of the Executive Director, unless otherwise required by law.
- iii. The need for a leave of absence will apply in cases of time off for more than three (3) work days for a single serious medical condition or other qualifying event. Employees will be required to use any available sick, vacation, floating holiday or personal leave during the leave of absence until exhausted. Any time off after that will be taken without pay.

- iv. When the need for leave of absence is foreseeable, the employee must provide at least thirty (30) days advance notice. If the need for leave is unforeseeable, the employee must submit a request for Non-FMLA Leave in writing as soon as possible.
- v. The employee will be required to submit appropriate medical certification in support of the request and provide a fitness for duty release prior to returning to work, as necessary.
- vi. Long Term Disability Insurance benefits may be available to employees on medical leave for more than 90 calendar days.

B. Worker's Compensation Leave:

- i. Employees must report any accident or injury **immediately** to his/her supervisor and the Human Resources Department so that the necessary paperwork may be completed. **Delay in reporting may adversely affect an employee's right to workers' compensation benefits.**
- ii. If an employee is ill or injured on the job due to a work related event and is temporarily totally disabled, the employee will be placed on a Worker's Compensation leave of absence. Benefits while on Worker's Compensation leave will be governed by the Nevada Revised Statutes (NRS).
- iii. If it is determined that the employee's work-related injury qualifies as a "serious health condition" under the FMLA, and the employee is otherwise eligible for FMLA leave (see RTC Policy P-44(A)), the employee's FMLA leave will run concurrently with the Worker's Compensation leave.
- iv. An employee on Worker's Compensation leave and receiving Worker's Compensation benefits is not eligible to use their accrued paid leave.
- v. The duration of Worker's Compensation leave will depend upon the rate of the employee's recovery and the business needs of the RTC.
- vi. An employee shall be entitled to receive all unused accrued sick leave and accrued annual leave upon termination from employment with the RTC as a result of a permanent disability, whether or not such disability is a result of an injury or illness for which the Nevada Industrial Insurance System pays benefits.

C. Military Service Leave

- i.** The RTC provides military leaves of absence to employees for military service, training or other obligations in compliance with state and federal laws.
- ii.** Advance notice of military service leave is required, unless impossible, unreasonable, or precluded by military necessity.
- i.** The RTC will generally reemploy an employee returning from military service leave, unless the RTC determines that the requirements for reemployment were not met.
- ii.** Employees who are members of a National Guard or Military Reserve unit will be granted a leave of absence for annual military training. The RTC will compensate the difference, if the employee earns less in military pay than what they would have received in regular pay, similar to the military pay differential outlined below.
- iii.** If the employee is activated for a longer or indefinite period of military service, they will be granted a military service leave and if applicable, Military Pay Differential will be provided to employees. Employees whose RTC-paid salary is higher than their military salary are eligible for Military Pay Differential. This Differential compensates employees for the difference between their RTC gross wages (regular reoccurring pay excluding overtime and stand by pay) and the gross wages of an active service member so that employees would not suffer a financial loss during service to our Country. In order for the RTC to provide Military Pay Differential in an accurate and timely manner, employees called for active military duty will be required to contact the payroll department and inform them of their request to receive the differential.
- iv.** Continuation of the employee's group health insurance benefits can be arranged for up to twenty-four (24) months during military service leave. Required premium payments must be made by the employee.
- v.** Employees on military service leave for up to and including thirty (30) days (or if the employee was absent from employment for the purpose of an examination to determine his or her fitness to perform service) are required to return to work for the first regularly scheduled shift after the end of military service and the expiration of 8 hours after a period allowing for safe transportation from the place of service to the employee's residence.
- vi.** Employees on military service for periods exceeding thirty (30) days must apply for reinstatement in compliance with state and federal laws. Such employees will be required to submit documentation that their reemployment application is timely, the employee has not exceeded the five-year (5) limit on duration of

service (subject to allowed exceptions), and the employee's separation or dismissal from service was not disqualifying.

- vii. Employees returning from military service leave will generally be placed in the position that they would have attained with reasonable certainty if they had not been absent due to military service. This includes the possibility of being placed in a position that would amount to a promotion, or alternatively, demotion, transfer, or lay off due to intervening events. Depending on the circumstances and in compliance with state and federal laws, the RTC may reemploy an individual in a position other than the position described above, based on the length of the employee's most recent period of service, the employee's qualifications, and the existence of a disability that the employee may have incurred or aggravated through military service. Employees will be treated as though they were continuously employed for the purposes of determining benefits based on length of service.

D. Educational or Training Leave of Absence

- i. A leave of absence may be granted to an employee who desires to attend school or college or to enter training to improve the quality of the employee's service.
- ii. An employee requesting this type of leave must use all accrued paid leave time first (excluding sick leave). An employee can elect to use accrued comp time.
- iii. After all paid leave (excluding sick leave) time has been exhausted, the employee may go on leave without pay. While on leave without pay, employment benefits will stop accruing. Group health insurance benefits may be continued and paid for by the employee through COBRA.
- iv. An employee who interested in applying for educational or training leave of absence must submit their request in writing to their supervisor at least thirty (30) days in advance. Upon the supervisor's approval the request must be forwarded to the Department Director for approval.
- v. This leave may be granted at the discretion of the Executive Director, up to a maximum of one (1) year.

E. Jury Duty or Court Leave

- i. An employee who serves on a jury or as a witness for the Federal Government, the State of Nevada, or a political subdivision shall be granted a leave of absence with pay.
- ii. The employee will be paid their regular salary while on jury duty or court leave and this will be charged as administrative time. Employees will not have time charged against their accrued paid leave (e.g. vacation, personal leave). Any fees

and per diem received by the employee will be submitted to the payroll department.

- iii. A copy of the summons or call for jury service must be submitted to the employee's supervisor upon notification to the employee.

F. Voting Leave

- i. The RTC will grant a leave of absence with pay to allow employees time off to vote, pursuant to the provisions of NRS.

G. Emergency Volunteer Leave

- i. The RTC will grant leaves of absence with pay to employees who are volunteer members of any regular, organized and recognized emergency tactical team pursuant to NRS.

H. Assignment with Another Governmental Agency Leave

- i. Employees who are loaned to another governmental agency for the performance of a specific assignment may be granted a leave of absence without pay.

With all types of leave of absence, failure to return to work at the end of the approved leave of absence (unless required by applicable law) may result in termination of employment.

RTC Management Policy P-44 (A)
Date Approved: April 15, 2005
Date Effective: August 2, 2005
Revised Effective: ~~October 18, 2013~~

Approved: _____

Lee Gibson, Executive Director

MANAGEMENT POLICY

SUBJECT: Family & Medical Leave (FMLA)

POLICY:

The Regional Transportation Commission (RTC) will comply with the Family and Medical Leave Act of 1993 (FMLA) and all implementing Regulations. The RTC posts the mandatory FMLA Notice and upon hire provides all new employees with notices required by the U.S. Department of Labor (DOL) on Employee Rights and Responsibilities under the Family and Medical Leave Act on Sharepoint.

The function of this policy is to provide employees with a general description of their FMLA rights. In the event of any conflict between this policy and the applicable law, employees will be afforded all rights required by law. If you have any questions, concerns, or disputes with this policy, contact Human Resources.

A. General Provisions

Under this policy, the RTC will grant up to 12 work weeks (or up to 26 weeks of military caregiver leave to care for a covered service member with a serious injury or illness) during a 12-month period to eligible employees. The leave may be paid, unpaid or a combination of paid and unpaid leave, depending on the circumstances of the leave and as specified in this policy.

B. Eligibility

To qualify to take family or medical leave under this policy, the employee must meet all of the following conditions:

- 1) The employee must have worked for the RTC for 12 months or 52 weeks. The 12 months or 52 weeks need not have been consecutive. Separate periods of employment will be counted, provided that the break in service does not exceed seven years. Separate periods of employment will be counted (i) if the break in service exceeds seven years due to the employee's fulfillment of his or her covered obligations under the Uniformed Services Employment and Reemployment or (ii) when there is a written agreement, including a collective bargaining agreement, stating the employer's intention to rehire the employee after the service break. For eligibility purposes, an employee will be considered to have been employed for an entire week even if the employee was on the payroll for only part of a week or if the employee is on leave during the week.
- 2) The employee must have worked at least 1,250 hours during the 12-month period immediately before the date when the leave is to commence. The principles established under the Fair Labor Standards Act (FLSA) determine the number of actual hours worked by an

RTC Management Policy P-44 (A)

employee. The FLSA does not include time spent on paid or unpaid leave as hours worked. Consequently, these hours of leave should not be counted in determining the 1,250 hours eligibility test for an employee under FMLA.

- 3) At the time when the leave is requested, the employee must work at a worksite where 50 or more employees are employed by the RTC within 75 miles of that office or worksite. The distance is to be calculated by surface miles, using surface transportation by the most direct route.

C. Type of Leave Covered

To qualify as FMLA leave under this policy, the employee must be taking leave for one of the reasons listed below:

- 1) The birth of a child and in order to care for that child.
- 2) The placement with the employee of a child for adoption or foster care and to care for that child.
- 3) To care for a spouse, child or parent with a serious health condition (described below).
- 4) The serious health condition (described below) of the employee.

An employee may take leave because of a serious health condition that makes the employee unable to perform the functions of the employee's position.

A serious health condition is defined as a condition that requires "inpatient care" or a "continuing treatment" by a healthcare provider. "Inpatient care" means an overnight stay at a hospital, hospice or residential medical care facility, including any period of incapacity (i.e., inability to work, attend school or perform other regular daily activities due to the serious health condition, treatment of the condition, or recovery from the condition) or any subsequent treatment in connection with such inpatient care.

"Continuing treatment" involves one or more of the following:

- a) A period of incapacity of more than 3 consecutive full calendar days, and any subsequent treatment of period of incapacity related to the same condition that also involves either (i) 2 or more in-person treatments by a healthcare provider or a nurse under his or her supervision, or a provider of healthcare services on orders of or referral by a healthcare provider, within 30 days of the first day of incapacity (unless extenuating circumstances exist); or (ii) at least 1 treatment by a healthcare provider, which leads to a regimen of continuing treatment under the healthcare provider's supervision. Under either scenario, the first (or only) treatment visit must occur within 7 days of the first day of incapacity.
- b) Any period of incapacity due to pregnancy or for prenatal care;
- c) Any period of incapacity or treatment for that incapacity due to a chronic serious health condition. A chronic serious health condition is one that (i) requires at least 2 annual visits for treatment by a healthcare provider, or by a nurse under a healthcare provider's supervision; (ii) continues over an extended period of time (including

RTC Management Policy P-44 (A)

recurring episodes); and (iii) may cause episodic rather than a continuing period of incapacity (e.g., asthma, epilepsy);

d) A period of incapacity which is permanent or long-term due to a condition for which treatment may not be effective (e.g., Alzheimer's). The employee or family member need not be receiving active treatment for the condition, but must be under the continuing supervision of a healthcare provider;

e) Any period of absence to receive multiple treatments (or recovery from such treatments) by a healthcare provider or a provider of health care services under orders of or on a referral by a healthcare provider for (i) restorative surgery after an accident or injury, or (ii) a condition that would likely result in a period of incapacity or more than 3 consecutive full calendar days in the absence of medical intervention or treatment;

Absences related to incapacity resulting from pregnancy or a chronic serious health condition qualify for FMLA leave even if the employee or covered family member does not receive treatment during the absence, and even if the absence does not last more than 3 consecutive full calendar days.

Leave for the birth and care for a healthy child, or placement for adoption or foster care, must be taken within 12 months of the birth or placement. Employees with questions about what illnesses are covered under this FMLA policy or under the RTC's sick leave rules are encouraged to consult with the Human Resource Administrator.

If an employee takes paid sick leave for a condition that progresses into a serious health condition and the employee requests leave as provided under this policy, the RTC may designate all or some portion of related leave taken as leave under this policy, to the extent that the earlier leave meets the necessary qualifications.

- 5) Qualifying exigency leave for families of members of the National Guard or Reserves or of a regular component of the Armed Forces when the covered military member is on covered active duty or called to covered active duty.

An employee whose spouse, son, daughter or parent either has been notified of an impending call or order to covered active military duty or who is already on covered active duty or call to covered active duty may take FMLA leave for reasons related to or affected by the family member's call-up or service. The qualifying exigency must be one of the following: (1) short-notice deployment, (2) military events and activities, (3) child care and school activities, (4) financial and legal arrangements, (5) counseling, (6) rest and recuperation (for a period of 15 calendar days beginning on the date when the military member commences each instance of such leave), (7) post-deployment activities, (8) parental care, and (9) additional activities that arise out of covered active duty, provided that the employer and employee agree, including agreement on timing and duration of the leave.

"Spouse" means a husband or wife as defined or recognized under State Law for purposes of marriage under NV Law.

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A “son or daughter” means a biological, adopted, or foster child, stepchild, legal ward, or a child of a person standing in loco parentis, who is either under age 18, or age 18 or older and “incapable of self-care because of a mental or physical disability” at the time the FMLA leave is to commence.

A “parent” means a biological, adoptive, step or foster father or mother, or any other individual who stood in loco parentis to the employee when the employee was “son” or “daughter” as defined above. This term does not include parents “in law.”

“Covered active duty” or “call to covered active duty” definitions:

(a) “Covered active duty” for members of a regular component of the Armed Forces means duty during deployment of the member with the Armed Forces to a foreign country.

(b) “Covered active duty” for members of the Reserve components of the Armed Forces (members of the U.S. National Guard and Reserves) means duty during deployment of the member with the Armed Forces to a foreign country under a federal call or order to active duty in a contingency operation as defined by federal law.

- 6) Military caregiver leave (also known as covered service member leave) to care for an injured or ill service member or veteran.

An employee who is the son, daughter, parent or next of kin of a covered service member may take up to 26 weeks in a single 12-month period to care for that service member.

The term “covered service member” means:

(a) a current member of the Armed Forces (including a member of the National Guard or Reserves) who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or

(b) a veteran who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness, and who was a member of the Armed Forces (including a member of the National Guard or Reserves) and was discharged or released under conditions other than dishonorable at any time during the 5-year period preceding the date on which the eligible employee takes FMLA leave to care for the veteran (“Covered Veteran”).

A “son or daughter of a covered service member” means the covered service member’s biological, adopted or foster child, stepchild, legal ward, or a child for whom the covered service member stood in loco parentis, and who is of any age.

A “parent of a covered service member” means a covered service member’s biological, adoptive, step or foster father or mother, or any other individual

RTC Management Policy P-44 (A)

who stood in loco parentis to the covered service member. This term does not include parents “in law.”

The “next of kin of a covered service member” is the nearest blood relative, other than the covered service member's spouse, parent, son, or daughter, in a certain established order of priority.

The term “serious injury or illness means:

(a) in the case of a current member of the Armed Forces (including a member of the National Guard or Reserves), means an injury or illness that was incurred by the member in line of duty on active duty in the Armed Forces (or existed before the beginning of the member’s active duty and was aggravated by service in line of duty on active duty in the Armed Forces) and that may render the member medically unfit to perform the duties of the member’s office, grade, rank, or rating; and

(b) in the case of a Covered Veteran, means a qualifying injury, illness, or condition incurred by the veteran in the line of duty on active duty in the Armed Forces (or was aggravated by service in the line of duty on active duty) and manifested itself before or after the member became a veteran.

D. Amount of Leave

An eligible employee can take up to 12 weeks for the FMLA circumstances (1) through (5) above under this policy during any 12-month period. Where leave is taken under circumstances (1) through (5) above, the RTC will measure the 12-month period as a rolling 12-month period measured backward from the date an employee uses any leave under this policy. Each time an employee takes leave, the RTC will compute the amount of leave the employee has taken under this policy in the last 12 months and subtract it from the 12 weeks of available leave, and the balance remaining is the amount the employee is entitled to take at that time.

An eligible employee can take up to 26 weeks for the FMLA circumstance (6) above (military caregiver leave) during a single 12-month period. For this military caregiver leave, the single 12-month period begins on the first day the eligible employee takes FMLA to care for the covered service member and ends 12 months after that date. If an eligible employee does not take all of his or her 26 weeks of leave to care for the service member during this single 12-month period, the remaining part of the 26-week leave is forfeited. An eligible employee is entitled to a combined total of leave for any FMLA-qualifying reason during the single 12-month period designated for military caregiver leave. Accordingly, FMLA leave already taken for other FMLA circumstances during that period will be deducted from the total of 26 weeks available.

If a husband and wife both work for the RTC and each wishes to take leave for the birth of a child or to care for a healthy child after birth, adoption or placement of a child in foster care, or to care for a parent (but not a parent "in-law") with a serious health condition, the husband and wife may only take a combined total of 12 weeks of leave. If a husband and wife both work for the RTC and each wishes to take leave to care for a covered injured or ill service member, the husband and wife may only take a combined total of 26 weeks of leave. If one spouse is ineligible for FMLA leave, however, the other spouse would be entitled to the full amount of FMLA leave available for the particular qualifying reason.

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E. Employee Status and Benefits During Leave

While an employee is on leave, the RTC will continue the employee's health benefits during the leave period at the same level and under the same conditions as if the employee had continued to work.

If the employee chooses not to return to work for reasons other than a continued serious health condition of the employee or the employee's family member or a circumstance beyond the employee's control, the RTC will require the employee to reimburse the RTC the amount it paid for the employee's health insurance premium during the leave period.

Under current RTC policy, if the employee pays a portion of the health care premium while on paid leave, the RTC will continue to make the standard payroll deductions to collect the employee's share of the premium. While on unpaid leave, the employee must continue to make this payment, either in person or by mail. The payment must be received in the Payroll Department by the first day of each month. If the payment is more than 30 days late, the employee's health care coverage may be dropped. If coverage lapses because an employee has not made the required premium payments, upon return to work, the employee will be restored to the same coverage and benefits that the employee would have had if FMLA leave had not been taken and the premiums had not been missed (including family or dependent coverage).

If the employee contributes to supplemental insurance plan(s), the employer will continue making payroll deductions while the employee is on paid leave. While the employee is on unpaid leave, the employee may request continuation of such benefits and pay his or her portion of the premiums. If the employee does not continue these payments, the employer may discontinue coverage during the leave.

F. Employee Status After Leave

An employee who takes leave under this policy may be asked to provide a fitness for duty (FFD) clearance from the health care provider. This requirement (if any) will be included in the employer's response to the FMLA request. Generally, an employee who takes FMLA leave will be able to return to the same position or a position with equivalent status, pay, benefits and other employment terms. The position will be the same or one which is virtually identical in terms of pay, benefits and working conditions. However, employees have no greater right to reinstatement or to other benefits and conditions of employment than if the employee had been continuously employed during the FMLA leave period. Key employees may be denied restoration if the RTC determines that restoration will cause substantial and grievous injury. Employees will be notified of their key employee status at the time when the employee gives notice of the need for leave or when FMLA leave commences (if earlier).

G. Use of Paid and Unpaid Leave

The RTC requires the substitution of available accrued paid leave time for an employee who is taking FMLA leave. If the employee has accrued, sick leave, personal leave, floating holidays or vacation leave, they must use said leave to cover any FMLA time. When FMLA leave runs concurrent with Workers Compensation Leave, the employee will not be required nor are they eligible to use their accrued paid leave (*see Policy P-44*).

If the employee has accrued compensatory time, they may choose to use this with FMLA. The amount of compensatory time used will *not* count against FMLA. FMLA may be taken in increments as required by law and recorded on the time sheet accordingly.

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H. Intermittent Leave or a Reduced Work Schedule

The employee may take FMLA leave in 12 consecutive weeks, may use the leave intermittently (take time off periodically when needed over the year) or, under certain circumstances, may use the leave to reduce the workweek or workday, resulting in a reduced hour schedule. In all cases, the leave may not exceed a total of 12 workweeks (or 26 workweeks in cases of military caregiver leave) for the relevant 12-month period.

The RTC may temporarily transfer an employee to an available alternative position with equivalent pay and benefits (but not necessarily equivalent duties) if the alternative position would better accommodate the intermittent or reduced schedule, in instances of when leave for the employee or employee's family member is foreseeable and for planned medical treatment, including recovery from a serious health condition or to care for a child after birth, or placement for adoption or foster care.

When an employee seeks to take intermittent or reduced schedule leave after the birth of a healthy child or for placement of a healthy child for adoption or foster care, the RTC must agree to the intermittent or reduced schedule.

If the employee needs intermittent or reduced schedule leave for planned medical treatment, the employee should make reasonable effort to schedule the treatment so as not to unduly disrupt the RTC's operations.

I. Certification for the Employee's Serious Health Condition

The RTC will require complete and sufficient certification for the employee's serious health condition. The employee must respond to such a request within 15 days of the request, unless it is not practicable to do so under the particular circumstances, despite the employee's diligent efforts to obtain the certification. Failure to provide certification may result in a denial of leave. Medical certification will be provided using the DOL Certification of Health Care Provider for Employee's Serious Health Condition (<http://www.dol.gov/esa/whd/forms/WH-380-E.pdf>).

The RTC may directly contact the employee's health care provider for authentication or clarification purposes using a health care professional, an HR professional, leave administrator or management official. The RTC will not use the employee's direct supervisor for this contact. Before the RTC makes this direct contact with the health care provider, the employee will be given an opportunity to resolve any deficiencies in the medical certification. In compliance with HIPAA Medical Privacy Rules, the RTC will obtain the employee's permission for clarification of individually identifiable health information. If the employee declines to provide permission and the employee's certification is otherwise deficient, the RTC may deny FMLA leave.

The RTC has the right to ask for a second opinion if it has reason to doubt the certification. The RTC will pay for the employee to get a certification from a second healthcare provider, which the RTC will select. If the opinions of the employee's original healthcare provider and the employer-selected healthcare provider differ, the RTC may require the employee to obtain certification from a third healthcare provider (at the RTC's expense). This third healthcare provider will be jointly selected by the employee and the RTC. This third opinion will be considered final. The employee will be provisionally entitled to leave and benefits under the FMLA pending the second and/or third opinion.

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J. Certification for the Family Member's Serious Health Condition

The RTC will require complete and sufficient certification for the family member's serious health condition. The employee must respond to such a request within 15 days of the request, unless it is not practicable to do so under the particular circumstances, despite the employee's diligent efforts to obtain the certification. Failure to provide certification may result in a denial of leave. Medical certification will be provided using the DOL Certification of Health Care Provider for Family Member's Serious Health Condition (<http://www.dol.gov/esa/whd/forms/WH-380-F.pdf>).

The RTC may directly contact the employee's family member's health care provider for authentication or clarification purposes using a health care professional, an HR professional, leave administrator or management official. The RTC will not use the employee's direct supervisor for this contact. Before the RTC makes this direct contact with the health care provider, the employee will be given an opportunity to resolve any deficiencies in the medical certification. In compliance with HIPAA Medical Privacy Rules, the RTC will obtain the employee's family member's permission for clarification of individually identifiable health information. If the family member denies consent and the certification is otherwise deficient, leave may be denied.

The RTC has the right to ask for a second opinion if it has reason to doubt the certification. The RTC will pay for the employee's family member to get a certification from a second healthcare provider, which the RTC will select. If necessary to resolve a conflict between the original certification and the second opinion, the RTC will require the opinion of a third healthcare provider. The RTC and the employee will mutually select the third healthcare provider, and the RTC will pay for the opinion. This third opinion will be considered final. The employee will be provisionally entitled to leave and benefits under the FMLA pending the second and/or third opinion.

K. Certification of Qualifying Exigency for Military Family Leave

The RTC will require certification of the qualifying exigency for military family leave. The employee must respond to such a request within 15 days of the request, unless it is not practicable to do under the particular circumstances, despite the employee's diligent efforts. Failure to provide certification may result in a denial of leave. This certification will be provided using the DOL Certification of Qualifying Exigency for Military Family Leave (<http://www.dol.gov/esa/whd/forms/WH-384.pdf>).

L. Certification for Serious Injury or Illness of Covered Service member for Military Family Leave

The RTC will require certification for the serious injury or illness of the covered service member. The employee must respond to such a request within 15 days of the request, unless it is not practicable to do so under the particular circumstances, despite the employee's diligent efforts. Failure to provide certification may result in a denial of leave. This certification will be provided using the DOL Certification for Serious Injury or Illness of Covered Service member (<http://www.dol.gov/esa/whd/forms/WH-385.pdf>).

M. Recertification

The RTC may request recertification for the serious health condition of the employee or the employee's family member no more frequently than every 30 days (or after the initial duration of the condition expires, if longer than 30 days), unless the employee requests an extension of leave, circumstances have changed significantly, or the RTC receives information casting doubt on the reason given for the absence. Otherwise, the RTC may request recertification for the serious health condition of the employee or the

RTC Management Policy P-44 (A)

employee's family member every six months in connection with an FMLA absence. The RTC may provide the employee's health care provider with the employee's attendance records and ask whether need for leave is consistent with the employee's serious health condition.

N. Timing and Procedure for Requesting FMLA Leave

All employees requesting FMLA leave must provide verbal or written notice of the need for the leave to the HR Administrator. Within five business days after the employee has provided this notice, the HR Administrator will complete and provide the employee with the DOL Notice of Eligibility and Rights (<http://www.dol.gov/esa/whd/fmla/finalrule/WH381.pdf>), absent extenuating circumstances.

When the need for the leave is foreseeable, the employee must provide the employer with at least 30 days' notice. When an employee becomes aware of a need for FMLA leave less than 30 days in advance, the employee must generally provide notice of the need for the leave either the same day or the next business day. When the need for FMLA leave is not foreseeable, the employee must comply with the RTC's usual and customary notice and procedural requirements for requesting leave, absent unusual circumstances.

O. Designation of FMLA Leave

Within five business days after the employee has submitted the appropriate certification form, the HR Administrator will complete and provide the employee with a written response to the employee's request for FMLA leave using the DOL Designation Notice (<http://www.dol.gov/esa/whd/forms/WH-382.pdf>), absent extenuating circumstances.

P. Intent to Return to Work From FMLA Leave

On a basis that does not discriminate against employees on FMLA leave the RTC may require an employee on FMLA leave to report periodically on the employee's status and intent to return to work.

Leaves of absence are not granted for the purpose of engaging in employment outside of the RTC or pursuing an independent business venture.

With all types of leave of absence, failure to return to work at the end of the approved leave of absence (unless required by applicable law) may result in termination of employment.

RTC Management Policy P-51

Date Approved: March 18, 2011



Lee Gibson, Executive Director

MANAGEMENT POLICY

SUBJECT: LAYOFF AND RECALL POLICY

PURPOSE

If the Regional Transportation Commission (the “RTC” or the “Agency”) decides to reduce or increase employment, by means of a layoff or recall from layoff, then the layoffs and recall from layoffs generally will be conducted in a manner that is consistent with the Agency’s determination of its requirements and in accordance with the policy described below.

POLICY

A layoff decision generally is based on an evaluation of the need for particular positions and the relative value of work performed by specific employees compared to the present and anticipated future needs of the Agency. Determining the retention or separation of an employee includes an evaluation of the relative skills, knowledge, and productivity of the employee in comparison to Agency needs. Length of service and other factors are also considered but receive less weight in the determination. The Executive Director determines priority for reduction in force and employees will be selected for layoff based on the following guidelines:

- The current and anticipated future needs of the Agency.
- Temporary employees performing the same work must be terminated before any employee with a probationary or permanent appointment, provided that a probationary or regular employee can perform the temporary employee’s tasks.
- Retention of critical skills and knowledge of employees.
- Demonstrated current and past performance.
- Length of service with the Agency.
- Consideration of equal employment factors to avoid adverse impact on Regional Transportation Commission’s affirmative action goals.

(1) Employees selected for layoff will be given as much notice as is required by law or as much as reasonable under the circumstances.

(2) Employees who are laid off will be maintained on a recall list for six months or until management determines the layoff is permanent, whichever occurs first. Removal from the recall list terminates all job rights the employee may have. While on the recall list, employees should report to the HR department if they become unavailable for recall. Employees who do not keep a current home address on record with the HR department will lose their recall rights.

(3) Employees will be recalled according to the needs of the company, their classification and their ability to perform the job. Notice of recall will be sent by mail to the current home address on record with the HR department. Unless an employee responds to the recall notice within ten (10) days following the mailing of the notice, the employee's name will be removed from the recall list and the employee will no longer have any job rights with the Agency.

This policy will be interpreted and applied in a manner consistent with all applicable federal and state laws.



Lee Gibson, Executive Director

MANAGEMENT POLICY

SUBJECT: Exempt Employee Pay Policy

POLICY:

It is our policy and practice to pay exempt employees accurately and in accordance with all applicable state and federal laws. Exempt employees who are required to be paid on a salary basis may not have their pay reduced for variations in the quantity or quality of work performed. Deductions from exempt employees' paychecks may be made in certain circumstances allowed by law. Any questions as to the amount or nature of any deductions, or if an employee believes that an improper deduction was made from a paycheck, should be immediately brought to the attention of your immediate supervisor, human resources administrator or the payroll administrator.

Scope

This policy applies to all exempt employees.

Practice

- 1) Exempt employees normally must receive their full salary for any week in which they perform any work for the Regional Transportation Commission (RTC), without regard to the number of days or hours worked. However, exempt employees need not be paid for any workweek in which they perform NO work at all for the RTC.
- 2) Deductions from pay will not be made in the circumstances listed below.
 - a. Jury duty.
 - b. Attendance as a witness.
 - c. Temporary military leave.
 - d. Absences caused by the employer, unless as otherwise specified in this policy (e.g., disciplinary suspensions).
 - e. Absences caused by the operating requirements of the business.
 - f. Partial day amounts other than those specifically discussed below.

- 3) The few exceptions to the requirement to pay exempt employees on a salary basis are listed below. In these cases deductions may be permissible as long as they are consistent with other agency policies and practices.
- a. Absences of one or more full days for personal reasons other than sickness or disability (partial days will be paid).
 - b. Absences of one or more full days occasioned by sickness or disability (including work-related accidents) if the deduction is made in accordance with a bona fide plan, policy or practice of providing compensation for loss of salary occasioned by such sickness or disability. The RTC will not pay any portion of the employee's salary for full-day absences for which the employee receives compensation under the plan, policy or practice.
 - c. Absences of one or more full days due to sickness or disability when the employee is not yet eligible for sick leave or has exhausted the paid leave benefits provided.
 - d. Fees received by the employee for jury or witness duty or military leave may be applied to offset the pay otherwise due to the employee for the week. No deductions will be made for failure to work for these reasons, however.
 - e. Penalties imposed for infractions of safety rules of major significance.
 - f. Good faith unpaid disciplinary suspensions of one or more full days in accordance with the RTC's disciplinary policy.
 - g. Deductions for the first and last week of employment, when only part of the week is worked by the employee, as long as this practice is consistently applied to all exempt employees in the same circumstances.
 - h. Deductions for unpaid leave taken in accordance with a legitimate absence under the Family and Medical Leave Act.
 - i. Employee contributions to benefit plans such as 401(k) or pension plan, medical, dental, life or disability insurance premiums.
 - j. Federal, state, or local taxes.
 - k. Garnishments directed via court order or any other deductions mandated or authorized by law.

Questions, Complaints and Reporting Errors

Questions regarding this policy should be directed to human resources or the payroll administrator. Likewise, to register a complaint or to report an error on your paycheck, contact your immediate supervisor, human resources administrator or the payroll administrator. If you have not received a satisfactory response within five business days after reporting the error, please immediately contact the Executive Director.

No Retaliation

You are encouraged to review your pay stub carefully each pay period. If there is an error in your check, please report it immediately to human resources or the payroll administrator. No employee will be retaliated against for making a good faith inquiry as to the status of deductions made from his/her paycheck or for raising concerns regarding the accuracy of their pay.

The Executive Director may make amendments to the RTC Exempt Employee Pay Policy as necessary to respond to changing conditions while remaining consistent to the original purpose and intent of the policy.

MANAGEMENT POLICY

SUBJECT: SUSTAINABILITY

POLICY:

The RTC shall provide a safe, effective and efficient transportation system that addresses environmental, social, and economic sustainability issues. By providing sustainable transportation the RTC can contribute to improving the health and economic competitiveness of the region and reduce costs by using resources more efficiently.

Purpose: The Regional Transportation Commission (RTC), in partnership with the Nevada Department of Transportation and local jurisdictions, provides the Washoe County area with a transportation system that enhances environmental quality, minimizes consumption of resources, and promotes a healthy community. The sustainability policy affirms the RTC's initiatives to promote, continually improve upon, and implement sustainable practices.

Through RTC policies, projects, programs, and public/private partnerships our multimodal transportation system provides an opportunity to:

- Meet Federal air quality requirements by providing a safe, efficient and effective transportation system for motorists that targets congestion, delay and community supported level of service standards.
- Enhance environmental quality and community health by minimizing motor vehicle emissions in the region, provide a range of transportation mobility options and offer safe and convenient alternatives to automobile travel, such as transit service and infrastructure for walking and biking.
- Utilize context sensitive design solutions for infrastructure projects, promote the complete streets concepts and incorporate multimodal concepts into all construction projects.
- Provide a safe transportation environment by establishing a highway safety program with defined goals, mitigation measures and performance measures to reduce highway fatalities and crashes.
- Minimize the consumption of resources through conservation and use of technology. RTC's LEED certified transit centers and other administrative facilities use solar power, energy and water efficient fixtures, and other design features to reduce water and electricity costs and consumption. Roadway construction using recycled materials and methods that use less energy (such as warm mix asphalt) reduce environmental impacts as well.

Sustainability Goals

Based on this policy the RTC will strive to incorporate the following goals in all aspects related to operation of the agency.

- Improve health & safety
- Provide diverse mobility options & connectivity
- Improve air quality & reduce greenhouse gas (GHG) emissions/ reduce fuel consumption
- Increase alternative mode split
- Integrate transportation with land use planning & economic development
- Improve work force well being
- Promote economic prosperity
- Increase energy efficiency
- Reduce consumption/waste generation
- Reduce vehicle miles traveled (VMT)
- Reduce roadway fatalities and crashes

Eliminate Board Approval



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 3.9

TO: Regional Transportation Commission

FROM: Bill Thomas, AICP
Executive Director

Bill Thomas, AICP
Executive Director

SUBJECT: Biden-Harris Transition Letter

RECOMMENDATION

Approve letter from the Executive Director to the Agency Review Team of the U.S Department of Transportation (USDOT) identifying federal priorities of the RTC.

SUMMARY

Over the next month, the USDOT transition team will be reviewing issues related to the transition to the new federal executive branch. RTC has a limited opportunity to present our issues to this committee in an effort to have our concerns addressed. Our federal lobbying team suggests we present this letter in December 2020. There are several changes to the last RTC Federal Priorities letter approved by the Board in May of 2020. These changes include:

1. Use of FY 2019 TND data has been authorized by FTA so this issue is no longer relevant;
2. Request additional funding to metropolitan planning organizations to help cover the expected losses planning organizations will face due to additional IT expenses, health care costs, and project delays while preventing staffing losses;
3. Request to use a tapered or delayed match approach to federal funding to allow federal funds to be expended before drawing on state and local funds; and
4. Inclusion of the 4th Street BRT extension as a transit project priority.

This letter includes the most pressing federal policy priorities and recommendations and is not an exhaustive list of all federal priorities of our Agency. Staff plans to bring the existing federal priorities to the Board at their January 2021 meeting for updates, including potentially adding the items listed above, removal of items that no longer urgently require federal action, and re-prioritization as deemed necessary by the Board.

Upon the Board’s approval of the attached, the signed letter will be sent to the Biden-Harris Agency Review Team of the U.S. Department of Transportation.

FISCAL IMPACT

No fiscal impact associated with this action.

PREVIOUS ACTIONS BY BOARD

May 22, 2020 Approved the RTC Federal Priorities

ADVISORY COMMITTEE(S) RECOMMENDATION

There are no advisory committee recommendations pertaining to this agenda item.

Attachment



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

Phillip A. Washington, Team Lead
Agency Review Team
U.S. Department of Transportation
Biden-Harris Transition

Subject: RTC Washoe Federal Policy Priorities and Recommendations

Dear Mr. Washington:

On behalf of the Regional Transportation Commission of Washoe County (RTC) in Reno-Sparks, Nevada, I write to congratulate your appointment as team lead to the U.S. Department of Transportation (U.S. DOT) Review Team. We look forward to working with you, the members of the U.S. DOT Review Team and future department leadership.

The RTC Board of Directors and the entire RTC team look forward to working with U.S. DOT to advance key policy and regulatory priorities to enhance safety, mobility, equity, economic development, and address the development of electrification of transportation to further climate change goals. We are encouraged by the discussions on additional COVID-19 relief and related stimulus, as well as the prospect for a strong surface transportation reauthorization bill – please find our priorities for these below.

RTC serves as the transit service provider, Metropolitan Planning Organization and regional road builder for the Reno-Sparks metropolitan area. Washoe County is a diverse Northern Nevada community with over 450,000 residents. Public transit is an essential part of the local economy that helps thousands of Washoe County residents get to work each day. In addition to providing transit services to residents and visitors alike, RTC's service area reaches the University of Nevada, Reno, – a student population of over 21,000 and staff of over 3,000.

COVID-19 Relief

While the negative impacts of the COVID pandemic have had a greater quantitative impact on the largest transit operations, the negative impacts on mid-size transit operations are just as real. We lost more than 60% of our ridership when the virus first struck. We used our CARES funding, all of which will have been expended by the end of this month, to maintain the same level of service that existed before the pandemic. This allowed us to provide the necessary social distancing on our buses and not create further negative impacts on our essential workers and economically challenged citizens.

The RTC continues to provide an essential service to frontline workers and residents seeking economic, medical and educational opportunities. Future COVID-19 relief legislation should address additional supplemental funding for both large and mid-sized transit agencies alike, while continuing to fully fund current transit programs.

We believe that any legislation funding transit agencies should take the CARES Act distribution approach. The CARES Act, which provided \$25 billion for transit agencies, was a promising and helpful first step to fund transit operations. However, the House revised HEROES Act, which provides \$32 billion for transit, reserves \$18.5 billion to be distributed by formula for regions with populations of over 3 million. This leaves small and mid-sized transit agencies across the nation, such as the RTC, to compete for \$10 billion in discretionary grant program money.

In addition to a shortfall in federal funds as reflected in the revised HEROES Act, the decline in tax revenue for state and local governments has put additional pressure on transit agencies that receive significant funding from tax revenue sources. We therefore request U.S. DOT to urge Congress to provide at least \$32 billion in COVID-19 relief and stimulus funding for transit agencies and that it be distributed using the CARES Act approach.

RTC Washoe recommends utilizing the Surface Transportation Block Grant Program (STBG) under the federal-aid highway program as the funding method for public transportation program and roadway infrastructure stimulus spending. The distribution of funds should use existing formulas and sub-allocation procedures, while removing local match requirements so federal funds cover 100% of project costs. It should allow these funds to be used as the local share for any program, such as STBG, Congestion Mitigation and Air Quality and Metropolitan Planning. Allowing new funds to be used to match other program funds would help ensure an effective and speedier project delivery process.

Sending funds directly to qualified and experienced Metropolitan Planning Organizations is the best way to assure that stimulus funding gets into local economies quickly and effectively. We have all learned an important lesson from the COVID funding crisis. Those in need of stimulus funds need the resources now. Any means of distribution that has less oversight layers applies the resources rapidly. However, less oversight does not have to mean lower quality results or programs. The FTA method of funding MPOs directly has proven to be a very successful and should be applied with FHWA funding. Strained personnel resources at the federal and state level are not likely to be adequately and effectively addressed in the near term. Until they are, it only makes sense that USDOT use qualified MPOs who have consistently demonstrated the necessary skills and talent to properly administer federal funds to apply new stimulus funds.

We further propose additional funds to metropolitan, regional and rural planning organizations through the Metropolitan Planning program, FTA planning funding and the State Planning and Research Program. This will help cover the expected losses planning organizations will face due to additional IT expenses, health care costs and project delays, while preventing staffing losses. These additional planning funds should be provided at 100 percent federal share to reduce the burden on municipalities, which are facing critical challenges to local budgets.

Top Priorities

Like many communities in America, our needs far exceed our resources. Without federal assistance, the negative impacts of the COVID pandemic will extend well beyond the point at which the virus recedes. I am providing you with our most urgent needs, starting with our top five priorities. These are:

1. ***Spaghetti Bowl Improvements*** – The 1-80/I-580/US 395 interchange is the top highway facility priority for the RTC. This interchange is the bottleneck for the regional freeway network and has the highest concentration of vehicle crashes in the region and in the State of Nevada. NDOT has identified improvements and has completed the NEPA process for these design concepts.
2. ***US 395 Widening*** – Widen US 395 between I-80 and Lemmon Drive. This segment of US 395 is a critical freeway link in the metro region that consistently experiences traffic congestion. It serves the growing residential population as well as the more than 12,000 jobs in the North Valleys region.
3. ***Arlington Bridges Replacement*** – This project will replace two bridges over the Truckee River at Arlington Avenue in downtown Reno. The bridges have the lowest structural rating in the region and the new structures will include safety improvements along with pedestrian and bicycle facilities.
4. ***Extend the Bus Rapid Transit (RAPID) System: Continue the success of the regional RAPID system through extending the Virginia Line to Mt. Rose Highway and Lincoln Line to Stoker Avenue*** – The 1.3 mile extension of our BRT to Stoker Avenue and the 5 mile extension from Meadowood Mall to Mt. Rose Highway will allow completion of this most critical transit infrastructure. These two areas provide the best near-term opportunity to compliment the current BRT system by adding much needed service in high-density, senior and workforce housing. These projects would directly address two of our most pressing social issues - affordable housing and climate change.
5. ***Expand use of the Local Empowerment for Accelerating Project (LEAP) Pilot Program*** – This prior program enabled qualifying MPOs to be direct recipients of grant funds from the Federal Highway Administration (FHWA). The RTC is already a direct recipient of federal funds from the FTA; however, funds from the FHWA must currently be administered through NDOT, which can create additional administrative burdens on both RTC and NDOT. RTC proposes an expanded pilot program that would allow RTC to be a direct recipient of FHWA funds to reduce administrative costs and delays.

Surface Transportation Reauthorization Priorities

The RTC Board of Directors encourages the Biden-Harris Administration to propose and work with the Congress to enact a robust surface transportation authorization bill early in 2021. In the interim, we request you support funding of the Fixing America's Surface Transportation (FAST) Act of 2015 programs in annual appropriations above the authorization levels. The FAST Act provides the RTC, the region and many communities across the country with a commitment of authorized funding that will help maintain and expand the regional transit system.

We recognize and are mindful of the challenges in finding the resources necessary to adequately fund the surface transportation reauthorization bill; however, with the economic opportunities that a well-crafted bill could afford and emerging political consensus for advancing such an effort, we are encouraged by the prospect of all involved parties coming together and crafting a final and successful bill. We request U.S. DOT to support:

- ***Fully fund the Highway Trust Fund and Mass Transit Account*** – It has been close to a quarter of a century since the federal gas tax has been increased to adequately fund the Federal Highway Trust Fund. For the last decade, general fund revenues and other financing techniques have been used to patch the widening shortfall. This national priority requires a solution before economic growth suffers further due to inadequate infrastructure. RTC encourages Congress to fund a robust surface transportation reauthorization bill by raising the federal gas tax by 25-cents per gallon and indexing the user fee to inflation.
- ***Restore funding ratio among FTA's capital investment programs and increase funding for the Section 5339 Bus and Bus Facilities program*** – This would re-establish the funding ratio that previously existed among FTA's Capital Investment Grants, State of Good Repair and Bus and Bus Facilities Programs to a 40-40-20 ratio and also increase funding for the 5339 Bus and Bus Facilities program.
- ***Increase funding for the Capital Investment Grant (CIG) Program and make programmatic changes*** – RTC supports increased funding for the CIG Program and changes to the CIG risk assessment process, taking into account a grantee's past performance in its reviews. FTA now requires projects to meet a higher risk probability threshold and RTC recommends adjusting the risk threshold for Small Starts projects from 65% back down to 50%. To promote fairness and equity among projects undergoing a multi-year construction period, which may result in depressed ridership, RTC suggests a "hold harmless" provision so grantees are not negatively affected by changes to their formula funds.

Furthermore, the project rating received once the NEPA process is concluded should be considered the final project rating. In addition, for purposes of CIG projects that are completed under budget, the RTC supports the ability to retain excess FTA funds to cover the cost of additional eligible activities not included in the originally defined project.

- ***Permit the use of tapered match or delayed local match*** – This approach will allow projects to be paid for with the federal funding share first, with state and local funding portion applied later in the projects. Delaying the state and local funding portion would assist agencies that are facing constrained local resources and help ensure successful project development and completion.
- ***Improve FTA resources for grantees*** – The RTC recognizes that federal employees are regularly asked to “do more with less” and supports fully funding and increasing funding for Federal Transit Administration staff and outside resources.
- ***Expand the Vehicle-Miles-Traveled (VMT) Fee Pilot Program*** and create a commission to analyze the viability of a national VMT program as an alternative to the gas tax.

An increase in transit funding will greatly benefit the RTC and its passengers by providing a much-needed increased federal partnership to grow our services that match the population and geographic growth of the Reno-Sparks metropolitan area. Not unlike other areas of the country, as our population has grown faster than federal transit funding, it becomes increasingly difficult to meet the needs of our community. Increased federal funding will assist us in meeting these growing needs. To that end, RTC has approximately \$3 billion in shovel-ready and shovel-worthy projects. In addition to our top 5 priorities which I previously listed, we also have these projects which are critical to our community:

Transit Project Priorities

- ***Alternative fuels program*** – RTC needs to replace 45% of its fixed-route fleet in the next four years due to vehicle age and miles of service. To support the region's air quality and sustainability policies, these older diesel buses must be replaced with lower or no-emission vehicles. This program is critical; it addresses the region's high ozone levels, which can cause health issues for area residents. In addition, not pursuing such a program places the region at risk for becoming a non-attainment area. The electric, electric hybrid, or hydrogen fuel cell bus purchase price (\$898,000) is about \$450,000 higher than that of new diesel buses. Funding, such as the Low or No Emission Vehicle Program (5339(c)) and (5337(b)) bus discretionary funds, to supplement local resources and replace aging diesel buses with electric or electric hybrid buses is a key priority.

Highway Project Priorities

- ***I-80 Improvements*** – I-80 is a nationally significant freight corridor and critical for regional mobility within the Truckee Meadows. NDOT studies identified short- and long-term investments to improve safety and travel time reliability between the Spaghetti Bowl and Sparks Blvd. to the TRI Center in Storey County.
- ***Sparks Boulevard Project*** – The project will increase safety, provide needed roadway capacity and improve bicycle and pedestrian facilities by widening Sparks Boulevard to six lanes between Greg Street and Baring Boulevard.
- ***I-11*** – Support the designation of a corridor for the future I-11 through northwestern Nevada.

We appreciate the challenging task before you and your team and are grateful for your attention to our interests and priorities. We stand ready to work with the transition team and the Biden Administration to ensure that federal transportation and infrastructure policy works to benefit transit agencies, MPOs and communities across the country. Please feel free to reach me should you have any questions or requests for additional information - bthomas@rtcwashoe.com or (775) 332-0162.

Sincerely,

Bill Thomas, AICP
Executive Director
RTC of Washoe County
Your RTC. Our Community.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 3.10

TO: Regional Transportation Commission

FROM: Andrew Jayankura, P.E., PTOE, RSP₁
Engineer II



Bill Thomas, AICP
Executive Director

SUBJECT: Approve Professional Services Agreement (PSA) for the Peckham Lane Project

RECOMMENDATION

Approve a Professional Services Agreement (PSA) with Nichols Consulting Engineers to provide design services and engineering during construction for the Peckham Lane Project in an amount not to exceed \$392,325, authorize the RTC Executive Director to execute the agreement.

SUMMARY

This Agreement (see Attachment A) with Nichols Consulting Engineers is for professional design services for the Peckham Lane Project in the amount of \$222,689 and optional engineering during construction services (EDC) in the amount of \$169,636. The project includes the roadway rehabilitation of Peckham Lane from Baker Lane to S. Virginia St., improvements to sidewalk and driveways, and adjusting the traffic signal and lane configuration at the intersection of Peckham Lane and Baker Lane.

Nichols Consulting Engineers was selected from the Engineering Services List as a qualified firm to perform engineering, construction management and quality assurance. Negotiation of Nichols Consulting Engineers’ scope, schedule and budget indicated the amount for design services is within the appropriated budget.

FISCAL IMPACT

Peckham Lane Project appropriations are included in the Board approved FY 2021 Budget and Program of Projects as part of the Pavement Rehabilitation Program.

PREVIOUS ACTIONS BY BOARD

March 20, 2020 Approved the FY 2021 Program of Projects

Attachment

**AGREEMENT
FOR
PROFESSIONAL SERVICES**

This agreement (this “Agreement”) is dated and effective as of _____, 2020, by and between the Regional Transportation Commission of Washoe County (“RTC”) and Nichols Consulting Engineers CHTD (“CONSULTANT”).

WITNESSETH:

WHEREAS, RTC has selected Nichols Consulting Engineers CHTD to perform Design and Engineering During Construction Services in connection with Peckham Lane Project (the “Project”).

NOW, THEREFORE, RTC and CONSULTANT, in consideration of the mutual covenants and other consideration set forth herein, do hereby agree as follows:

ARTICLE 1 – TERM AND ENGAGEMENT

- 1.1. The term of this Agreement shall be from the date first written above through October 2022, unless terminated at an earlier date, or extended to a later date, pursuant to the provisions herein.
- 1.2. CONSULTANT will perform the work using the project team identified in Exhibit A. Any changes to the project team must be approved by RTC’s Project Manager.
- 1.3. CONSULTANT will promptly, diligently and faithfully execute the work to completion in accordance with applicable professional standards subject to any delays due to strikes, acts of God, act of any government, civil disturbances, or any other cause beyond the reasonable control of CONSULTANT.
- 1.4. CONSULTANT shall not proceed with work until both parties have executed this Agreement and a purchase order has been issued to CONSULTANT. If CONSULTANT violates that prohibition, CONSULTANT forfeits any and all right to reimbursement and payment for that work and waives any and all claims against RTC, its employees, agents, and affiliates, including but not limited to monetary damages, and any other remedy available at law or in equity arising under the terms of this Agreement. Furthermore, prior to execution and issuance of a purchase order, CONSULTANT shall not rely on the terms of this Agreement in any way, including but not limited to any written or oral representations, assurances or warranties made by RTC or any of its agents, employees or affiliates, or on any dates of performance, deadlines, indemnities, or any term contained in this Agreement or otherwise.

ARTICLE 2 - SERVICES OF CONSULTANT

- 2.1. SCOPE OF SERVICES

The scope of services consist of the tasks set forth in Exhibit A.

2.2. SCHEDULE OF SERVICES

Tasks and subtasks shall be completed in accordance with the schedule in Exhibit A. Any change(s) to the schedule must be approved by RTC's Project Manager.

2.3. CONTINGENCY

Contingency line items identified in the scope of services are for miscellaneous increases within the scope of work. Prior to the use of any contingency amounts, CONSULTANT shall provide a letter to RTC's Project Manager detailing the need, scope, and not-to-exceed budget for the proposed work. Work to be paid for out of contingency shall proceed only with the RTC Project Manager's written approval.

2.4. OPTIONS

RTC shall have the right to exercise its option(s) for all or any part of the optional tasks or subtasks identified in Exhibit A. CONSULTANT will prepare and submit a detailed scope of services reflecting the specific optional services requested, a schedule for such services, and a cost proposal. RTC will review and approve the scope of services and RTC and CONSULTANT will discuss and agree upon compensation and a schedule. CONSULTANT shall undertake no work on any optional task without written notice to proceed with the performance of said task. RTC, at its sole option and discretion, may select another individual or firm to perform the optional tasks or subtasks identified in Exhibit A.

2.5. ADDITIONAL SERVICES

CONSULTANT will provide additional services when agreed to in writing by RTC and CONSULTANT.

2.6. PERFORMANCE REQUIREMENTS

Any and all design and engineering work furnished by CONSULTANT shall be performed by or under the supervision of persons licensed to practice architecture, engineering, or surveying (as applicable) in the State of Nevada, by personnel who are careful, skilled, experienced and competent in their respective trades or professions, who are professionally qualified to perform the work, and who shall assume professional responsibility for the accuracy and completeness of documents prepared or checked by them, in accordance with appropriate prevailing professional standards. Notwithstanding the provision of any drawings, technical specifications, or other data by RTC, CONSULTANT shall have the responsibility of supplying all items and details required for the deliverables required hereunder.

Any sampling and materials testing shall be performed by an approved testing laboratory accredited by AASHTO or other ASTM recognized accrediting organization in the applicable test methods. If any geotechnical or materials testing is performed by a sub-consultant, that laboratory shall maintain the required certification. Proof of certification shall be provided to RTC with this Agreement. If certification expires or is removed during the term of this Agreement, CONSULTANT shall notify RTC immediately, and propose a remedy. If an acceptable remedy cannot be agreed upon by both parties, RTC may terminate this Agreement for default.

CONSULTANT shall provide only Nevada Alliance for Quality Transportation Construction (NAQTC) qualified personnel to perform field and laboratory sampling and testing during the term of this Agreement. All test reports shall be signed by a licensed NAQTC tester and notated with his/her license number.

2.7. ERRORS AND OMISSIONS

CONSULTANT shall, without additional compensation, correct or revise any deficiencies, errors, or omissions caused by CONSULTANT in its analysis, reports, and services. CONSULTANT also agrees that if any error or omission is found, CONSULTANT will expeditiously make the necessary correction, at no expense to RTC. If an error or omission was directly caused by RTC, and not by CONSULTANT and RTC requires that such error or omission be corrected, CONSULTANT may be compensated for such additional work.

ARTICLE 3 - COMPENSATION

3.1. CONSULTANT shall be paid for hours worked at the hourly rates and rates for testing in Exhibit B. RTC shall not be responsible for any other costs or expenses except as provided in Exhibit B.

3.2. The maximum amount payable to CONSULTANT to complete each task is equal to the not-to-exceed amounts identified in Exhibit B. CONSULTANT can request in writing that RTC's Project Manager reallocate not-to-exceed amounts between tasks. A request to reallocate not-to-exceed amounts must be accompanied with a revised fee schedule, and must be approved in writing by RTC's Project Manager prior to performance of the work. In no case shall CONSULTANT be compensated in excess of the following not-to exceed amounts:

Total Services (Tasks A to H)	\$205,688.56
Design Contingency (Task I)	\$17,000.00
Optional EDC Services (Task J to O)	\$156,636.35
<u>Optional EDC Contingency</u>	<u>\$13,000.00</u>
Total Not-to-Exceed Amount	\$392,324.91

3.3. For any work authorized under Section 2.4, "Additional Services," RTC and CONSULTANT will negotiate not-to-exceed amounts based on the standard hourly rates and rates for testing in Exhibit B. Any work authorized under Section 2.4, "Additional

Services,” when performed by persons who are not employees or individuals employed by affiliates of CONSULTANT, will be billed at a mutually agreed upon rate for such services, but not more than 105% of the amounts billed to CONSULTANT for such services.

- 3.4. CONSULTANT shall receive compensation for preparing for and/or appearing in any litigation at the request of RTC, except: (1) if such litigation costs are incurred by CONSULTANT in defending its work or services or those of any of its sub-consultants; or (2) as may be required by CONSULTANT’s indemnification obligations. Compensation for litigation services requested by RTC shall be paid at a mutually agreed upon rate and/or at a reasonable rate for such services.

ARTICLE 4 - INVOICING

- 4.1. CONSULTANT shall submit monthly invoices in the format specified by RTC. Invoices must be submitted to accountspayable@rtcwashoe.com. RTC’s payment terms are 30 days after the receipt of the invoice. Simple interest will be paid at the rate of half a percent (0.5%) per month on all invoices approved by RTC that are not paid within thirty (30) days of receipt of the invoice.
- 4.2. RTC shall notify CONSULTANT of any disagreement with any submitted invoice for consulting services within thirty (30) days of receipt of an invoice. Any amounts not in dispute shall be promptly paid by RTC.
- 4.3. CONSULTANT shall maintain complete records supporting every request for payment that may become due. Upon request, CONSULTANT shall produce all or a portion of its records and RTC shall have the right to inspect and copy such records.

ARTICLE 5 - ACCESS TO INFORMATION AND PROPERTY

- 5.1. Upon request and without cost to CONSULTANT, RTC will provide all pertinent information that is reasonably available to RTC including surveys, reports and any other data relative to design and construction.
- 5.2. RTC will provide access to and make all provisions for CONSULTANT to enter upon RTC facilities and public lands, as required for CONSULTANT to perform its work under this Agreement.

ARTICLE 6 - OWNERSHIP OF WORK

- 6.1. Plans, reports, studies, tracings, maps, software, electronic files, licenses, programs, equipment manuals, and databases and other documents or instruments of service prepared or obtained by CONSULTANT in the course of performing work under this Agreement, shall be delivered to and become the property of RTC. Software already developed and purchased by CONSULTANT prior to the Agreement is excluded from this requirement. CONSULTANT and its sub-consultants shall convey and transfer all copyrightable

interests, trademarks, licenses, and other intellectual property rights in such materials to RTC upon completion of all services under this Agreement and upon payment in full of all compensation due to CONSULTANT in accordance with the terms of this Agreement. Basic survey notes, sketches, charts, computations and similar data prepared or obtained by CONSULTANT under this Agreement shall, upon request, also be provided to RTC.

- 6.2. CONSULTANT represents that it has secured all necessary licenses, consents, or approvals to use the components of any intellectual property, including computer software, used in providing services under this Agreement, that it has full legal title to and the right to reproduce such materials, and that it has the right to convey such title and other necessary rights and interests to RTC.
- 6.3. CONSULTANT shall bear all costs arising from the use of patented, copyrighted, trade secret, or trademarked materials, equipment, devices, or processes used on or incorporated in the services and materials produced under this Agreement.
- 6.4. CONSULTANT agrees that all reports, communications, electronic files, databases, documents, and information that it obtains or prepares in connection with performing this Agreement shall be treated as confidential material and shall not be released or published without the prior written consent of RTC; provided, however, that CONSULTANT may refer to this scope of work in connection with its promotional literature in a professional and commercially reasonable manner. The provisions of this subsection shall not apply to information in whatever form that comes into the public domain. The provisions of this paragraph also shall not restrict CONSULTANT from giving notices required by law or complying with an order to provide information or data when such order is issued by a court, administrative agency, or other entity with proper jurisdiction, or if it is reasonably necessary for CONSULTANT to defend itself from any suit or claim.

ARTICLE 7 - TERMINATION

7.1. CONTRACT TERMINATION FOR DEFAULT

If CONSULTANT fails to perform services in the manner called for in this Agreement or if CONSULTANT fails to comply with any other provisions of this Agreement, RTC may terminate this Agreement for default. Termination shall be effected by serving a notice of termination on CONSULTANT setting forth the manner in which CONSULTANT is in default. CONSULTANT will only be paid the contract price for services delivered and accepted, or services performed in accordance with the manner of performance set forth in this Agreement.

If it is later determined by RTC that CONSULTANT had an excusable reason for not performing, such as a fire, flood, or events which are not the fault of or are beyond the control of CONSULTANT, RTC, after setting up a new performance schedule, may allow CONSULTANT to continue work, or treat the termination as a termination for convenience.

7.2. CONTRACT TERMINATION FOR CONVENIENCE

RTC may terminate this Agreement, in whole or in part, at any time by written notice to CONSULTANT when it is in RTC's best interest. CONSULTANT shall be paid its costs, including contract closeout costs, and profit on work performed up to the time of termination. CONSULTANT shall promptly submit its termination claim to RTC to be paid to CONSULTANT. If CONSULTANT has any property in its possession belonging to RTC, CONSULTANT will account for the same, and dispose of it in the manner RTC directs.

ARTICLE 8 - INSURANCE

- 8.1. CONSULTANT shall not commence any work or permit any employee/agent to commence any work until satisfactory proof has been submitted to RTC that all insurance requirements have been met.
- 8.2. In conjunction with the performance of the services/work required by the terms of this Agreement, CONSULTANT shall obtain all types and amounts of insurance set forth in Exhibit C, and shall comply with all provisions set forth therein.

ARTICLE 9 - HOLD HARMLESS

- 9.1. CONSULTANT's obligation under this provision is as set forth in Exhibit C. Said obligation would also extend to any liability of RTC resulting from any action to clear any lien and/or to recover for damage to RTC property.

ARTICLE 10 - EQUAL EMPLOYMENT OPPORTUNITY

- 10.1. During the performance of this Agreement, CONSULTANT agrees not to discriminate against any employee or applicant for employment because of race, color, religion, sex, age, disability, or national origin. CONSULTANT will take affirmative action to ensure that applicants are employed, and that employees are treated fairly during employment, without regard to their race, color, religion, sex, age, disability, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. CONSULTANT agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by RTC setting forth the provisions of this nondiscrimination clause.
- 10.2. CONSULTANT will, in all solicitations or advertisements for employees placed by or on behalf of CONSULTANT, state that well qualified applicants will receive consideration of employment without regard to race, color, religion, sex, age, disability, or national origin.

- 10.3. CONSULTANT will cause the foregoing provisions to be inserted in all sub-agreements for any work covered by this Agreement so that such provisions will be binding upon each sub-consultant.

ARTICLE 11 - RESOLUTION OF CLAIMS AND DISPUTES

11.1. NEGOTIATED RESOLUTION

In the event that any dispute or claim arises under this Agreement, the parties shall timely cooperate and negotiate in good faith to resolve any such dispute or claim. Such cooperation shall include providing the other party with all information in order to properly evaluate the dispute or claim and making available the necessary personnel to discuss and make decisions relative to the dispute or claim.

11.2. MEDIATION

If the parties have been unable to reach an informal negotiated resolution to the dispute or claim within thirty (30) days following submission in writing of the dispute or claim to the other party, or such longer period of time as the parties may agree to in writing, either party may then request, in writing, that the dispute or claim be submitted to mediation (the "Mediation Notice"). After the other party's receipt or deemed receipt of the Mediation Notice, the parties shall endeavor to agree upon a mutually acceptable mediator, but if the parties have been unable to agree upon a mediator within ten (10) days following receipt of the Mediation Notice, then each party shall select a mediator and those two selected mediators shall select the mediator. A mediator selected by the parties' designated mediators shall meet the qualification set forth in as provided in Rule 4 of Part C., "Nevada Mediation Rules" of the "Rules Governing Alternative Dispute Resolutions adopted by the Nevada Supreme Court." Unless otherwise agreed to by the parties, in writing, the mediator shall have complete discretion over the conduct of the mediation proceeding. Unless otherwise agreed to by the parties, in writing, the mediation proceeding must take place within thirty (30) days following appointment of the mediator. The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in Washoe County, Nevada, unless otherwise agreed to by the parties, in writing. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

11.3. LITIGATION

In the event that the parties are unable to settle and/or resolve the dispute or claim as provided above, then either party may proceed with litigation in the Second Judicial District Court of the State of Nevada, County of Washoe.

11.4. CONTINUING CONTRACT PERFORMANCE

During the pendency of any dispute or claim the parties shall proceed diligently with performance of this Agreement and such dispute or claim shall not constitute an excuse or defense for a party's nonperformance or delay.

ARTICLE 12 – PROJECT MANAGERS

- 12.1. RTC's Project Manager is Andrew V. Jayankura or such other person as is later designated in writing by RTC. RTC's Project Manager has authority to act as RTC's representative with respect to the performance of this Agreement.
- 12.2. CONSULTANT' Project Manager is Angela Hueftle or such other person as is later designated in writing by CONSULTANT. CONSULTANT's Project Manager has authority to act as CONSULTANT's representative with respect to the performance of this Agreement.

ARTICLE 13 - NOTICE

- 13.1. Notices required under this Agreement shall be given as follows:

RTC: Bill Thomas, AICP
Executive Director
Andrew V. Jayankura, P.E., PTOE, RSP₁
RTC Project Manager
Regional Transportation Commission
1105 Terminal Way
Reno, Nevada 89502
(775)332-2139

CONSULTANT: Angela Hueftle, P.E.
Principal
Nichols Consulting Engineers, CHTD
1885 S. Arlington Ave., Ste. 111
Reno, NV 89509
(775) 329-4955

ARTICLE 14 - DELAYS IN PERFORMANCE

- 14.1. TIME IS OF THE ESSENCE

It is understood and agreed that all times stated and referred to herein are of the essence. The period for performance may be extended by RTC's Executive Director pursuant to the process specified herein. No extension of time shall be valid unless reduced to writing and signed by RTC's Executive Director.

14.2. UNAVOIDABLE DELAYS

If the timely completion of the services under this Agreement should be unavoidably delayed, RTC may extend the time for completion of this Agreement for not less than the number of days CONSULTANT was excusably delayed. A delay is unavoidable only if the delay is not reasonably expected to occur in connection with or during CONSULTANT's performance, is not caused directly or substantially by acts, omissions, negligence or mistakes of CONSULTANT, is substantial and in fact causes CONSULTANT to miss specified completion dates, and cannot adequately be guarded against by contractual or legal means.

14.3. NOTIFICATION OF DELAYS

CONSULTANT shall notify RTC as soon as CONSULTANT has knowledge that an event has occurred or otherwise becomes aware that CONSULTANT will be delayed in the completion of the work. Within ten (10) working days thereafter, CONSULTANT shall provide such notice to RTC, in writing, furnishing as much detail on the delay as possible and requesting an extension of time.

14.4. REQUEST FOR EXTENSION

Any request by CONSULTANT for an extension of time to complete the work under this Agreement shall be made in writing to RTC. CONSULTANT shall supply to RTC documentation to substantiate and justify the additional time needed to complete the work and shall provide a revised schedule. RTC shall provide CONSULTANT with notice of its decision within a reasonable time after receipt of a request.

ARTICLE 15 - GENERAL PROVISIONS

15.1. SUCCESSORS AND ASSIGNS

RTC and CONSULTANT bind themselves and their successors and assigns to the other party and to the successors and assigns of such party, with respect to the performance of all covenants of this Agreement. Except as set forth herein, neither RTC nor CONSULTANT shall assign or transfer interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating a personal liability on the part of any officer or agent or any public body which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than RTC and CONSULTANT.

15.2. NON TRANSFERABILITY

This Agreement is for CONSULTANT's professional services, and CONSULTANT's rights and obligations hereunder may not be assigned without the prior written consent of RTC.

15.3. SEVERABILITY

If any part, term, article, or provision of this Agreement is, by a court of competent jurisdiction, held to be illegal, void, or unenforceable, or to be in conflict with any law of the State of Nevada, the validity of the remaining provisions or portions of this Agreement are not affected, and the rights and obligations of the parties shall be construed and enforced as if this Agreement did not contain the particular part, term, or provision held invalid.

15.4. RELATIONSHIP OF PARTIES

CONSULTANT is an independent contractor to RTC under this Agreement. Accordingly, CONSULTANT is not entitled to participate in any retirement, deferred compensation, health insurance plans or other benefits RTC provides to its employees. CONSULTANT shall be free to contract to provide similar services for others while it is under contract to RTC, so long as said services and advocacy are not in direct conflict, as determined by RTC, with services being provided by CONSULTANT to RTC.

15.5. WAIVER/BREACH

Any waiver or breach of a provision in this Agreement shall not be deemed a waiver of any other provision in this Agreement and no waiver is valid unless in writing and executed by the waiving party. An extension of the time for performance of any obligation or act shall not be deemed an extension of time for the performance of any other obligation or act. This Agreement inures to the benefit of and is binding upon the parties to this Agreement and their respective heirs, successors and assigns.

15.6. REGULATORY COMPLIANCE

- A. CONSULTANT shall comply with all applicable federal, state and local government laws, regulations and ordinances. CONSULTANT shall be responsible for obtaining all necessary permits and licenses for performance of services under this Agreement. Upon request of RTC, CONSULTANT shall furnish RTC certificates of compliance with all such laws, orders and regulations.
- B. CONSULTANT represents and warrants that none of the services to be rendered pursuant to this Agreement constitute the performance of public work, as that term is defined by Section 338.010(17) of the Nevada Revised Statutes. To the extent CONSULTANT does engage in such public work, CONSULTANT shall be responsible for paying the prevailing wage as required by Chapter 338 of the Nevada Revised Statutes.

15.7. EXCLUSIVE AGREEMENT

There are no verbal agreements, representations or understandings affecting this Agreement, and all negotiations, representations and undertakings are set forth herein with

the understanding that this Agreement constitutes the entire understanding by and between the parties.

15.8. AMENDMENTS

No alteration, amendment or modification of this Agreement shall be effective unless it is in writing and signed by both parties.

15.9. CONTINUING OBLIGATION

CONSULTANT agrees that if, because of death or any other occurrence it becomes impossible for any principal or employee of CONSULTANT to render the services required under this Agreement, neither CONSULTANT nor the surviving principals shall be relieved of any obligation to render complete performance. However, in such event, RTC may terminate this Agreement if it considers the death or incapacity of such principal or employee to be a loss of such magnitude as to affect CONSULTANT's ability to satisfactorily complete the performance of this Agreement.

15.10. APPLICABLE LAW AND VENUE

The provisions of this Agreement shall be governed and construed in accordance with the laws of the State of Nevada. The exclusive venue and court for all lawsuits concerning this Agreement shall be the Second Judicial District Court of the State of Nevada, County of Washoe, and the parties hereto submit to the jurisdiction of that District Court.

15.11. ATTORNEYS' FEES

In the event of a dispute between the parties result in a proceeding in any Court of Nevada having jurisdiction, the prevailing party shall be entitled to an award of costs and reasonable attorneys' fees.

15.12. CERTIFICATION REQUIRED BY NEVADA SENATE BILL 27 (2017)

CONSULTANT expressly certifies and agrees, as a material part of this Agreement, that it is not currently engaged in a boycott of Israel. CONSULTANT further agrees, as a material part of this Agreement, it will not engage in a boycott of Israel for the duration of this Agreement. If, at any time during the formation or duration of this Agreement, CONSULTANT is engaged or engages in a boycott of Israel, it will constitute a material breach of this Agreement.

IN WITNESS WHEREOF, the parties hereto have made and executed this Agreement the day and year first above written.

REGIONAL TRANSPORTATION COMMISSION
OF WASHOE COUNTY

By: _____
Bill Thomas, AICP, Executive Director

NICHOLS CONSULTING ENGINEERS, CHTD

By: _____
Angela Hueftle, P.E., Principal

SAMPLE

Exhibit A

Scope of Services, Schedule, and Project Team

SAMPLE

EXHIBIT A
SCOPE OF SERVICES
FOR THE
PECKHAM LANE RECONSTRUCTION PROJECT

2.1. **SCOPE OF SERVICES**

CONSULTANT will provide engineering services for the Peckham Lane Reconstruction Project. The project limits include West Peckham Lane from and excluding the intersection of South Virginia Street through and including the intersection of Baker Lane. Anticipated improvements include portions of sidewalk, driveway, and pedestrian ramp replacement, new sidewalk, roadway reconstruction, utility adjustments, signal improvements at the Baker Lane intersection, and new fiber optic traffic signal interconnect system from Baker Lane to South Virginia Street. A road diet and complete street improvements are not anticipated. The scope of services will generally consist of the following tasks:

2.1.A. Project Management

1. Team and Project Management
 - a. CONSULTANT'S Project Manager will serve as RTC's single point of contact on the contract and will have primary responsibility for coordinating the efforts of the project team and subconsultants. Specific project management tasks to be conducted by CONSULTANT'S Project Manager include monthly budgeting, invoicing, scheduling, subconsultant invoicing, and general project administration. It is assumed the project design duration will be 18 months.
2. Project Coordination
 - a. CONSULTANT'S Project Manager will keep the RTC Project Manager well informed of progress with bi-weekly informal briefings via email or phone call. CONSULTANT'S Project Manager will participate in 50% and 90% design review meetings.

2.1 B. Investigation of Existing Conditions

1. Falling Weight Deflectometer (FWD) Testing. Not applicable.
2. Visual Condition Survey.
 - a. CONSULTANT will visually evaluate and document the condition of the existing pavement to include cracking, potholes, rutting, and raveling.

- b. CONSULTANT will evaluate curb and gutter, sidewalk, and driveway approach based upon RTC criteria. The CONSULTANT shall also evaluate existing pedestrian ramps for compliance with current ADA standards.

3. Traffic Data.

- a. Traffic data is needed to estimate future 18-kip ESAL applications that will be required for rehabilitation/reconstruction design. It is assumed that all the information on average daily traffic (current and future), truck percentages and truck factors will be available from the Regional Transportation Commission, City of Reno and/or the Nevada DOT traffic records.
- b. CONSULTANT shall review RTC RIDE bus route schedule, calculate and include ESAL's in the pavement design to ensure proposed structural sections will accommodate a 20-year pavement design life.

4. Pavement Structural/Geotechnical Investigation.

- a. Coring/Boring. Information from the visual condition surveys will be reviewed and locations for pavement coring and boring will be identified by CONSULTANT and reviewed and approved by the RTC. USA Dig will be contacted prior to starting coring/boring. It is anticipated that approximately 4 pavement core locations and 4 bores will be required. CONSULTANT will obtain a no-cost encroachment permit from the City of Reno for coring/boring. Traffic control (lane closure) will be provided.

The primary objective of the coring program will be to establish pavement layer thicknesses, determine cracking depth, and determine if stripping is present. Results will be summarized in the project pavement design report

CONSULTANT will perform a geotechnical investigation to formulate geotechnical recommendations for utility design on this project. Borings will alternate between 5 and 10-foot depths. Soil samples collected in the field will be laboratory tested to evaluate the engineering and mechanical properties. A geotechnical

investigation will be completed and will include construction and design recommendations including:

- Trench excavatability and backfill, bottom of trench preparation, and the potential for reuse of the existing native soils as trench backfill;
- Corrosion potential to concrete of site soils;
- Dewatering recommendations, if warranted, based on existing groundwater levels;
- Site preparation recommendations for manhole and/or vault construction (if any).

5. Backcalculation Analysis. Not applicable.

6. Develop Feasible Rehabilitation/Reconstruction Alternatives. Based upon the results of the backcalculation, CONSULTANT will identify feasible pavement rehabilitation and/or reconstruction alternatives for the project. Among the alternatives that will be considered are:

- Full-depth patching (plus AC overlay)
- Mill and fill (plus AC overlay)
- Full Reconstruction
- Roadbed modification (reconstruction)

Upon completion of the geotechnical investigation, CONSULTANT will meet with RTC to present feasible rehabilitation alternatives. CONSULTANT will apply the design procedures contained in the latest (1993) AASHTO Guide for Design of Pavement Structures and the 2007 RTC Flexible Pavement Design Manual to generate the design layer thickness associated with each pavement alternative.

7. Conduct Life-Cycle Cost Analysis. (Not Applicable)

8. Identify Optimum Rehabilitation/Reconstruction Alternative. Based upon cost analysis, as well as some practical construction considerations, CONSULTANT will prepare the recommended rehabilitation or reconstruction alternative(s) for the project.

9. Utility Investigation/Depiction

- a. Overhead Utilities: CONSULTANT will investigate and locate all overhead utilities within the roadway right of way and areas reasonably affected. Deliverable will include depiction of all overhead utilities within the roadway right-of-way on plans developed under Section 2.1.F, Preliminary Design.
- b. Subsurface Utilities: CONSULTANT will investigate and locate subsurface utilities within the roadway right-of-way, and areas

reasonably affected, in accordance with the American Society of Civil Engineers Standard guideline for the Collection and Depiction of Existing Subsurface Utility Data, Quality Level B/A.

- c. Utility Coordination: Based on field investigation, CONSULTANT will provide RTC a list of utility companies whose utilities are likely to be within the project limits or reasonably affected by the project. RTC will issue the initial notification to the utility agencies on the list and CONSULTANT will coordinate with the utility agencies for upcoming work, facility relocation and new installation, and to insure utilities likely affected by the project are drawn on the plan and profile, evaluate potential conflicts through field investigation, investigate conflict resolution strategies. CONSULTANT will assist in relocation of utilities with prior rights by facilitating meetings and reviewing utility's design/cost for incorporation into a reimbursement agreement and/or incorporation of the utility work into the RTC plans. Monthly utility coordination meetings will be held with the RTC and affected utility companies. CONSULTANT will coordinate the meetings with the RTC Project Manager, prepare meeting agendas, and provide meeting summaries following the meeting. It is assumed four (4) utility coordination meetings will be held.

CONSULTANT will distribute design review submittals (50% & 90%) to utility agencies for review and comment and provide RTC a list of utility agencies provided design review submittals and Utility Agency review comments.

- d. Utility Pothole Exploration: Should insufficient information be available from existing records to determine whether or not conflicts between the proposed work and existing utilities will occur, the CONSULTANT shall request approval from RTC to pothole a sufficient number of locations to make such a determination, as part of Task 2.1I, Design Contingency.

10. Report. The findings and recommendations of CONSULTANT for all tasks identified in Section 2.1.B (with the exception of the utility investigation task) shall be submitted by report with backup documentation. The Geotechnical Report and pavement design shall also be submitted to the Local Entity if the recommended pavement section varies from the Entities standards.

2.1C. Topographic Mapping

1. Topographic Survey. CONSULTANT will establish a horizontal and vertical survey control network on-site that coincides with the North American Datum (NAD 83/94), Nevada State Plane West Zone horizontal

datum and the North American Vertical Datum (NAVD 88) vertical datum. CONSULTANT will utilize the survey control network to conduct a topographic survey within the West Peckham Lane roadway right-of-way from South Virginia Street to 100' west of the Baker Lane intersection, including 100' north and south of the Baker Lane intersection. The survey will consist of gathering survey data associated with ground topography and drainage features, property corners, existing improvements, evidence of existing utilities, planometrics (buildings, fences, trees, power poles, etc.), and any other pertinent physical features as determined applicable.

CONSULTANT will obtain current Washoe County's GIS boundary shape files relative to the right-of-way and the boundaries of the parcels which adjoin the roadway. CONSULTANT will utilize this data in conjunction with centerline monuments or property corners found during the topographic survey to geo-reference boundary line work to resolve the project site's boundaries. The record right-of-way information will be shown on the project plans. No further resolution of the roadway right-of-way is included in this task. CONSULTANT will utilize the data gathered during the topographic survey in conjunction with the GIS level boundary base map to prepare a digital base map for the project site.

2.1D. Right-of-Way Engineering (Optional)

1. Preliminary Title Reports. It is estimated that seven (7) temporary construction easements and seven (7) permanent easements on six properties will be required for construction of pedestrian path sidewalk and ramp improvements. CONSULTANT will obtain six (6) preliminary title reports including exceptions and updates. CONSULTANT will review the assessor parcel map, address, and owner information within the title reports and verify the document links within the title reports are correct and functioning. CONSULTANT will coordinate necessary revisions to the preliminary title reports with the title company. CONSULTANT will deliver the electronic preliminary title reports to RTC. CONSULTANT assumes one update to each of the 6 title reports will be required for the duration of the project. CONSULTANT will coordinate the updates with the title company and deliver the updated title reports to RTC.
2. Boundary Survey and Legal Descriptions. CONSULTANT will review title reports for an estimated 6 subject parcels to identify existing encumbrances, record mapping, parcel boundary and/or easement legal descriptions detailed within the exceptions portion of said reports. CONSULTANT will utilize County records to obtain deeds and other record data for the parcels to be surveyed. CONSULTANT will use this information to create digital AutoCAD boundary line work necessary for generating search survey coordinates for boundary monuments associated with the subject subdivisions and parcels.

CONSULTANT will then perform field boundary surveys of the subject parcels. During the field survey, existing property corners, section corners, and Right-of-Way monuments will be located as required to resolve the legal boundaries of the subject parcels.

CONSULTANT will utilize record boundary information in conjunction with the data gathered in the field to prepare a digital boundary base map for the subject parcels. The digital base map will depict parcel boundaries, easement boundaries, street right-of-ways and found boundary monuments.

CONSULTANT will utilize the boundary base map to prepare up to 14 legal descriptions and exhibit figures. CONSULTANT will prepare up to 6 permission to construct exhibits for driveway improvements.

Right-of-way appraisal, property owner negotiations, escrow coordination and title clearance is not included within this task.

3. Right-of-Way Setting. CONSULTANT will participate in a meeting to set the right-of-way requirements for the project. CONSULTANT will prepare a meeting agenda and meeting summary. CONSULTANT will prepare a right-of-way summary that identifies all easements necessary to construct the project including acquisitions, partial acquisitions, permanent easements, public utility easements, temporary construction easements, and permissions to construct. The summary will include APN, property owner, address, easement type, easement size, and easement purpose. The summary will be updated as needed throughout the project to reflect updated vesting deeds and final easements.
4. Right-of-Way Maps. CONSULTANT will prepare right-of-way maps including existing and proposed easements, existing right-of-way, APN, owner information, and size and type of proposed easement. The right-of-way maps will be updated as needed throughout the project to reflect updated vesting deeds and final easements.

Deliverables:

1. Preliminary title reports and updated vesting deeds
2. Right-of-way setting meeting agenda and summary
3. Right-of-way summary
4. Right-of-way maps
5. Legal descriptions and exhibits

2.1E. Public Outreach

1. Public Information Meeting. CONSULTANT will prepare applicable exhibits, assist with facilitation, and document one (1) public information meetings. A virtual presentation will be made by RTC to properties adjacent to the project work zone to discuss project improvements, limits, scope, tentative schedule, traffic controls, driveway access, public notification

requirements, and concerns of adjacent properties before the plans and specifications are finalized.

CONSULTANT will also participate in one (1) pre public information meetings with RTC staff to discuss and review exhibits, topics, and appropriate responses to questions. CONSULTANT will provide RTC with all publicly viewed information, two weeks prior to their public release for review and comment.

It is assumed RTC will identify appropriate venues, design and place print ads, prepare mailers and press releases, cover the direct costs associated with the meeting venues, print ads, court reporter, Spanish translator, and mailers and those costs are not included as part of the CONSULTANT'S fee.

Deliverables:

1. Public information meeting exhibits
2. One-on-One Meetings with Community Stakeholders. CONSULTANT will be available for one-on-one briefings/meetings with and presentations to community stakeholders as requested by the RTC Project Manager. It is anticipated that the CONSULTANT will attend up to two (2) one-on-one presentations and/or meetings during the course of this project. CONSULTANT will provide meeting minutes as directed by RTC.

Deliverables:

1. Community stakeholder meeting exhibits and summaries

2.1.F. Preliminary Design

1. Plans and Estimate. Prepare 50% preliminary Plans and a preliminary cost estimate suitable for RTC and Local Government review. Construction plans shall cover an area sufficient for contractor's later use as a base for traffic control plans, e.g., coverage should include traffic control taper areas across intersections. Curb, gutter, and sidewalk that are deficient according to both RTC and local entity standards shall be identified.
2. Traffic Signal Modification Design. CONSULTANT will prepare plans, specifications, and estimate (PS&E) for major modification of the traffic signal system at the Peckham/Baker intersection. Work will include:

- Establishing new equipment locations consistent with the proposed intersection modifications
- Design for loop stubs, Gridsmart detection, and relocation of the northeast and southeast quadrant poles
- Design of new conduit, conductors, push buttons and other equipment
- ADA accessible design for pedestrian buttons
- Providing notes, equipment schedules, and conduit/conductor schedules

CONSULTANT will prepare plans, specifications, and estimates for construction of a fiber optic traffic signal interconnect system from Baker Lane to South Virginia Street and modification of pedestrian push buttons and vehicle detection system (loops) at the Peckham/South Virginia Street intersection.

2.1.G. Final Design

1. Prepare Final Plans and Specifications
 - a. Prepare Final Construction Plans, Contract Documents and Technical Specifications suitable for construction bid advertisement for the approved alignment in accordance with RTC standards and requirements. RTC will provide the boilerplate on disk in MS Word format. The RTC, Local Entity and Quality Control review comments will be incorporated into the final Plans and Specifications.

The final construction plans will be on 22" x 34" size sheets and will show all elements of the project construction, including plan/profile view, right-of-way lines, cross-sections and construction/slope limits. The final plan set will include, as a minimum:

- Cover Sheet
- Legend, General Notes, and Abbreviations
- Plan/Profile Sheets (at 1"=20' scale)
- Intersection, Grading, and Pedestrian Ramp Sheets (at 1"=20' scale)
- Traffic Signal Modification Sheets (at 1"=10' scale)
- Signage and Striping Sheets (at 1"=20')
- Detail Sheets (scales as noted).

Depths of existing sanitary sewer and storm drain utilities will be checked and noted on the plans if there is any reason to expect conflict due to vertical clearances. All located, existing underground utilities will be shown on the Plan Sheets accompanied with the following "Note: Subsurface utilities are depicted by their

Quality Levels in accordance American Society of Civil Engineers Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data (CI/ASCE 38-02). All utility information shown hereon is depicted to Quality Level “C”, unless otherwise noted.”

The Contract Documents and Technical Specifications will reference the latest edition of Standard Specifications for Public Works Construction (Orange Book) for standard construction items. Technical provisions will be prepared for approved deviations from the Orange Book and unique construction items not adequately covered in the Orange Book. The final plans and specifications will be signed and sealed by a Nevada Registered Professional Civil Engineer in responsible charge of preparation. Plans and specifications will be submitted to the RTC, City of Reno, utility agencies and other affected parties for review at the 50%, 90%, 100%, and final stages of completion per the following:

- 50% & 90% Plans – Two 11”x17” sets to RTC, six 11”x17” sets to Local Entity, and one 11”x17” set each to utility agencies and other affected parties.
- 90% Specifications – One set each to RTC and Local Entity.
- 100% Plans – Two 11”x17” sets to RTC and one 11”x17” set to Local Entity.
- 100% Specifications – One set each to RTC and Local Entity.
- Final Working Plan Set – One 22”x34” set to RTC, two 11”x17” sets to RTC and one 11”x17 set to Local Entity.
- Final Working Specification Document – One set each to RTC and Local Entity, one copy in MS Word format of the Contract Documents and Technical Specifications to RTC.

Independent Checker. An independent checker will check, initial and date each plan sheet. A quality control review of the plans, contract documents and technical specifications will be performed which will focus on technical aspects of the plans and specifications and will ensure that all items of work are adequately covered.

2. Final Engineer’s Opinion of Probable Construction Costs and Time. Provide a final Engineer's opinion of probable construction costs for the project based on the final design and any alternatives or options. The cost opinion will be in the same format as the bid proposal form included in the contract documents. A quality control review of the cost opinion will be performed by the CONSULTANT. The CONSULTANT will also estimate the number of working or calendar days, as appropriate, for the construction of the projects.

2.1.H. Bidding Services

1. Plan Set and Specification Distribution. CONSULTANT will provide RTC with final plans and specifications, including addenda, in Portable Document Format (PDF), for use in the Ebid system.
2. Pre-bid Meeting. CONSULTANT will be available during the bidding process to answer technical questions and will hold the pre-bid meeting. All questions and responses will be documented and provided to RTC. CONSULTANT will prepare and provide PDF addenda, if required. All questions regarding legal aspects of the contract documents will be referred directly to RTC. CONSULTANT will prepare and provide a PDF summary of the pre-bid meeting, as directed by the RTC.
3. Bid Opening. CONSULTANT will attend the bid opening and review the bids received for irregularities and provide a recommendation for award. CONSULTANT will tabulate bid results into a MS Excel spreadsheet and check multiplication and addition of bid items.

2.1.I. Design Contingency (Optional)

1. This is a contingency for miscellaneous increases within the scope of this contract in the performance of services under Tasks 2.1.A. to 2.1.H. If CONSULTANT determines that it is necessary to perform work to be paid out of contingency, CONSULTANT shall provide a letter detailing the need, scope, and not-to-exceed budget for any proposed work. Work under this task shall proceed only with the RTC Project Manager's prior written approval.

2.1.J - O Construction Services (Optional) - The RTC and CONSULTANT shall review Optional Construction Services following the completion of final design to determine their appropriateness to the project.

2.1.J. Contract Administration (Optional)

1. Provide contract administration services as follows:
 - Prepare conformed plans and specifications
 - Attend the preconstruction conference
 - Perform construction coordination
 - Review and provide recommendations on contractor's traffic control plans
 - Review and stamp contractor's submittal for conformance to the contract documents, including plantmix bituminous pavement and Portland Cement concrete mix designs
 - Review and provide recommendations on test results

- Review and provide recommendations on contractor's construction schedule and work progress
- Review construction for acceptance and/or mitigation
- Provide verification and approval of contractor's monthly pay request
- Supervise the inspection, surveying and material testing activities
- Provide recommendations to the RTC for any necessary construction changes due to field conditions
- Assist in change order review and approval

2.1.K. Construction Surveying (Optional)

Provide construction staking as follows:

- One set of stakes for the roadway improvements will consist of offset and when required line stakes for proposed curb and gutter, sidewalk, pedestrian ramps, and roadway centerline finish grade. Construction stakes will be set at angle points, grade breaks, radius points, centerline pedestrian ramps, begin and end of driveways, begin and end of curves, and points on line not to exceed 50' station increments on tangent runs and 25' increments along curves.
- One set of offset and line stakes for storm drain improvements, traffic signals, fiber optic, and other proposed utility improvements
- Upon completion of paving, one set of stakes for locations of water and gas valve risers, utility vaults, sanitary sewer and storm drain manholes and survey monument wells to facilitate their raising to finish grade
- Upon completion of paving, reset of centerline survey monuments

2.1.L. Inspection (Optional)

1. Provide Inspector. Provide one full time inspector during all construction activities. 10-hour work days and a 40 working day contract period are anticipated. This inspector will:
 - Attend the preconstruction conference
 - Monitor the work performed by the Contractor and verify that the work is in accordance with the plans and specifications
 - Assist in problem resolution with the RTC, contractor personnel, utility agencies, the public and others
 - Prepare daily inspection reports, submitted weekly to RTC and CC'd to the appropriate government jurisdiction(s).
 - Provide quantity reports and assist in contractor's monthly progress payments
 - Provide verification of the distribution of public relation notices required to be delivered by the contractor

- Assist in preparation of the Punch List
 - Maintain a field blueline set of drawings to incorporate contractor record drawing mark-ups
2. Provide Additional Inspector During Paving Operations. Provide additional inspector during mainline paving days to monitor plantmix bituminous pavement placement and in-place density tests. 30 hours of field inspection and sampling and 30 hours of Nuclear Gauge time are anticipated.

2.1.M. Materials Testing (Optional)

1. Provide Material Testing for compliance with the specifications per the latest edition of the Standard Specifications for Public Works Construction (Orange Book) testing requirements. Materials to be tested will include plantmix bituminous pavement, aggregate base, native subgrade material, structural fill material and Portland Cement Concrete. Test reports, accompanied with CONSULTANT's recommendation regarding acceptance/mitigation of materials, shall be submitted promptly to the RTC and CC'd to appropriate governmental jurisdiction(s).
2. Provide AC Plant Inspection and Testing. Provide plantmix bituminous pavement plant inspection and laboratory aggregate testing. 3 hours for plant visits and sampling are anticipated. Laboratory tests will consist of sieve analysis, percent of wear, fractured faces and plasticity index.
3. Provide Asphalt Cement Testing. Sampling and testing of asphalt cement binder material shall be in accordance with Section 1.01A ASPHALT CEMENT of the RTC's Special Technical Specifications. For each paving day, the CONSULTANT's designated representative shall coordinate with and receive asphalt cement binder samples from the designated plant representative. The CONSULTANT's designated representative shall be present during all sampling operations. Each sample will be properly labeled and signed off by both representatives. A sample shall be taken during the production of each "lot" (500 ton) of plantmix bituminous pavement using container no larger than a quart in size. CONSULTANT to submit all asphalt cement binder samples to the Nevada Department of Transportation (NDOT), Material Laboratory, for testing. All samples should accompany with a NDOT form titled "Transmittal for Asphalt Samples" to be provided by the RTC.
4. Provide On-site Nuclear Gauge Testing & Sampling during the placement of aggregate base and fill materials, on-site thin-lift Nuclear Gauge testing & sampling for plantmix bituminous pavement placement, and on-site PCC testing & sampling. 203 hours of field testing are anticipated, and laboratory tests will include moisture density curves, Atterberg limits, and sieve analysis. Test frequency shall comply with the latest edition of the Orange Book.

5. Provide Plantmix Bituminous Pavement Testing. Provide plantmix bituminous pavement tests per each “lot” (500 tons) placed. Laboratory test shall include extraction, aggregate gradation, specific gravity, flow & stability and Marshall unit weight. Reports will also include voids in total mix and voids filled.
6. Provide Plantmix Bituminous Pavement coring and Lab Testing. Lab test shall include core unit weight. Test reports will include percent compaction.
7. Provide Top Lift Longitudinal Joint Testing and Coring. Nuclear density testing will be performed on each side of all longitudinal joints at 200 foot intervals per every 1,000 foot segment. A core will be taken in every 1,000 foot segment near the point of one of the density tests on the side of the joint with the lowest mean joint density. The cores will be tested for specific gravity (air voids and compaction). The test report will include a Paving Plan and a Data/Calculation Sheet.

2.1.N. As-Built Information (Optional)

Record Drawings. Provide as-built record drawings for the completed project. Two sets of electronic drawings, in single file PDF format (22” x 34” at 300 dpi), on diskette will be provided to RTC for its files and distribution to the Local Entity. The PDF file shall include all plan sheets in one file with index/bookmark for easy access to different sheets or sections of the plan set.

The final record drawings must be identified, dated, and signed as the record drawings and must also contain the engineer’s stamp and signature. The Consultant may either:

1. Provide the final revisions on the original engineer-stamped/signed reproducible drawings, which will then also be identified as the record drawings, or
2. Provide new engineer-stamped/signed reproducible drawings identified as the record drawings.

The Record Drawings shall include a scan of the original title sheet (including the appropriate signatures by RTC, local government, signed and stamped by the CONSULTANT) and identified as record drawings.

2.1.O Construction Contingency (Optional)

This is a contingency for miscellaneous increases within the scope of this contract in the performance of services under Tasks 2.1.J. to 2.1.N. If CONSULTANT determines that it is necessary to perform work to be paid out of contingency, CONSULTANT shall provide a letter detailing the need, scope, and not-to-exceed

budget for any proposed work. Work under this task shall proceed only with the RTC Project Manager's prior written approval.

SAMPLE

EXHIBIT A-1

PRELIMINARY PROJECT SCHEDULE

PECKHAM LANE			
Milestone	Begin	End	Duration
RTC Board Approval	12/18/2020		
NTP	12/28/2020		
Investigation of Existing Conditions	01/11/2021	02/19/2021	6 weeks
Preliminary Design	02/22/2021	03/19/2021	4 weeks
Final Design including reviews	04/12/2021	08/27/2021	20 weeks
Utility Coordination	April 2021	September 2021	6 months
Public Information Meeting #1	July 2021	July 2021	1 day
Right of Way	July 2021	February 2022	8 months
Advertise	March 2022	April 2022	4 weeks
Construction NTP	May 2022		
Construction Completion	August 2022		9 weeks

EXHIBIT A-2

KEY PERSONNEL

Key personnel assigned to this project include:

- Angie Hueftle, PE – Project Manager
- Franz Haidinger, PE – QA/QC
- Dustin Thelen, PE – Project Engineer
- Eamon Kerley, PE – Project Engineer
- Rohini Roso – Senior Designer
- Jeff Stempihar, PE – Materials Engineer
- Anna Henke, PG – Construction Management/Inspection
- Erik Lee, PE (BBV) – Topographic Mapping and Survey
- Grant Alexander, PLS (BBV) – Right-of-Way Services
- Headway Transportation – Traffic Design
- CME – Laboratory Services and Materials Testing

Exhibit B

Compensation

SAMPLE

**Exhibit B
Cost Proposal
Pechum Lake**

Project Management	Item and Description	Project Management Personnel		Accounting		Project Engineer		Survey Engineer		Site Engineering/Construction Manager		Soil Investigation/Geotechnical		Civil Investigation		General		Expenses		Subcontractors		Total	Cost		
		Hourly Rate	# of Hours	Hourly Rate	# of Hours	Hourly Rate	# of Hours	Hourly Rate	# of Hours	Hourly Rate	# of Hours	Hourly Rate	# of Hours	Hourly Rate	# of Hours	Hourly Rate	# of Hours	Hourly Rate	# of Hours	Hourly Rate	# of Hours				
21A	Project Management	200	240	1,500.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	
21B	Investigation of Existing Conditions	1.1. Utility Map Review	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
		1.2. Groundwater Investigation	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
		1.3. Geotechnical Investigation	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
		1.4. Environmental Investigation	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
		1.5. Civil Investigation	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
		1.6. Structural Investigation	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
		1.7. Electrical Investigation	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
		1.8. Mechanical Investigation	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
		1.9. Civil Investigation	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
		1.10. Mechanical Investigation	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
21C	Design Services	200	240	1,500.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	4	420.00	
21D	Final Design	1.1. Utility Map Review	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
		1.2. Groundwater Investigation	200	3	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00	1	600.00
21E	Public Outreach	1.1. Public Meeting	200	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00
		1.2. Public Meeting	200	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00
21F	Permitting Design	1.1. Permitting Design	200	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00
		1.2. Permitting Design	200	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00
21G	Bidding Services	1.1. Bidding Services	200	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00
		1.2. Bidding Services	200	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00
21H	Design Contingency	1.1. Design Contingency	200	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00
		1.2. Design Contingency	200	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00	1	200.00
GRAND TOTALS			110	3	1,110.00	110	3	1,110.00	110	3	1,110.00	110	3	1,110.00	110	3	1,110.00	110	3	1,110.00	110	3	1,110.00	110	3





SCHEDULE OF CHARGES 2020

PROFESSIONAL SERVICES

Principal.....	\$265/hour
Associate	\$215/hour
Senior	\$185/hour
Project.....	\$160/hour
Staff.....	\$140/hour

TECHNICAL SERVICES

Senior Construction Manager*.....	\$140/(\$165-PW)/hour
Senior Designer	\$150/hour
CADD Designer	\$130/hour
Senior Technician*	\$125/(\$150-PW)/hour
Construction Inspector*	\$125/(\$150-PW)/hour
CAD Technician	\$115/hour
Senior Field Scientist	\$120/hour
Field Scientist	\$100/hour
Project Administrator	\$105/hour
Field/Engineering Technician*	\$100/(\$125-PW)hour
Technical Editor	\$95/hour
Clerical	\$85/hour

CONTRACT LABOR

From time to time, NCE retains outside professional and technical labor on a temporary basis to meet peak workload demands. Such contract labor will be charged at regular Schedule charges.

LITIGATION SUPPORT

Engineer/Scientist	\$300/hour
Court Appearances & Depositions	\$500/hour

EQUIPMENT

Plotter Usage.....	(separate fee schedule)
Truck	\$100/day
Automobile.....	IRS Standard Mileage Rate+5%
Falling Weight Deflectometer Testing	\$3,500/Day
Coring	\$4,500/Day
Environmental Equipment.....	(separate fee schedule)

OUTSIDE SERVICES

Rental of equipment not ordinarily furnished by NCE and all other costs such as special printing, photographic work, travel by common carrier, subsistence, subcontractors, etc..... cost + 5%

**COMMUNICATION/
REPRODUCTION**

In-house costs for long-distance telephone, faxing, postage, printing and copying

project labor charges x 5%

TERMS

Billings are payable upon presentation and are past due 30 days from invoice date. A finance charge of 1.5% per month, or the maximum amount allowable by law, will be charged on past-due accounts. NCE makes no warranty, either expressed or implied, as to its findings, recommendations, specifications, or professional advice except that they are prepared and issued in accordance with generally accepted professional practice.

*A surcharge of \$25/hour applied for technicians and construction inspectors to comply with Prevailing Wage (PW) per requirements of California Department of Industrial Relations.

Exhibit C

Indemnification and Insurance Requirements

SAMPLE

Exhibit C

**INDEMNIFICATION AND INSURANCE REQUIREMENTS FOR
PROFESSIONAL SERVICE AGREEMENTS
[NRS 338 DESIGN PROFESSIONAL]**

2020-08-27 Version

1. INTRODUCTION

IT IS HIGHLY RECOMMENDED THAT CONSULTANTS CONFER WITH THEIR INSURANCE CARRIERS OR BROKERS TO DETERMINE THE AVAILABILITY OF THESE INSURANCE CERTIFICATES AND ENDORSEMENTS IN ADVANCE OF PROPOSAL SUBMISSION. IF THERE ARE ANY QUESTIONS REGARDING THESE INSURANCE REQUIREMENTS, IT IS RECOMMENDED THAT THE AGENT/BROKER CONTACT RTC'S FINANCE DIRECTOR AT (775) 335-1845.

2. INDEMNIFICATION

CONSULTANT agrees to save and hold harmless and fully indemnify RTC, and City of Reno including their elected officials, officers, employees, and agents (hereafter, "Indemnitees") from and against any and all claims, proceedings, actions, liability and damages, including reasonable attorneys' fees and defense costs incurred in any action or proceeding (collectively "Damages") arising out of the:

- A. Negligence, errors, omissions, recklessness or intentional misconduct of CONSULTANT or CONSULTANT's agents, employees, officers, directors, subconsultants, or anyone else for whom CONSULTANT may be legally responsible, which are based upon or arising out of the professional services of CONSULTANT; and
- B. Violation of law or any contractual provisions or any infringement related to trade names, licenses, franchises, patents or other means of protecting interests in products or inventions resulting from the use by the Indemnitees of any materials, devices, processes, equipment, or other deliverable (including software) supplied by CONSULTANT under or as a result of this Agreement, but excluding any violation or infringement resulting from the modification or alteration by the Indemnitees of any materials, devices, processes, equipment, or other deliverable (including software) not consented to by CONSULTANT.

CONSULTANT further agrees to defend, save and hold harmless and fully indemnify the Indemnitees from and against any and all Damages arising out the negligence, errors, omissions, recklessness or intentional misconduct of CONSULTANT or CONSULTANT's agents, employees, officers, directors, subconsultants, or anyone else for whom CONSULTANT may be legally responsible, which are not based upon or arising out of the professional services of CONSULTANT.

The Damages shall include, but are not limited to, those resulting from personal injury to any person, including bodily injury, sickness, disease or death and injury to real property or personal

property, tangible or intangible, and the loss of use of any of that property, whether or not it is physically injured.

If the Indemnitees are involved in defending actions of CONSULTANT or anyone else for whom CONSULTANT is legally responsible, CONSULTANT shall reimburse the Indemnitees for the time spent by such personnel at the rate of the Indemnitees pay or compensation for such services.

If an Indemnitee is found to be liable in the proceeding, then CONSULTANT'S obligation hereunder shall be limited to the proportional share of the liability attributed to CONSULTANT.

In determining whether a claim is subject to indemnification, the incident underlying the claim shall determine the nature of the claim.

In the event of a violation or an infringement under paragraph 2.B above and the use is enjoined, CONSULTANT, at its sole expense, shall either (1) secure for the Indemnitees the right to continue using the materials by suspension of any injunction or by procuring a license or licenses for the Indemnitees; or (2) modify the materials so that they become non-infringing. This covenant shall survive the termination of the Professional Services Agreement.

The provisions of this Agreement are separate and severable and it is the intent of the Parties hereto that in the event any provision of this Agreement should be determined by any court of competent jurisdiction to be void, voidable or too restrictive for any reason whatsoever, the remaining provisions of this Agreement shall remain valid and binding upon said Parties. It is also understood and agreed that in the event any provision should be considered, by any court of competent jurisdiction, to be void because it imposes a greater obligation on CONSULTANT than is permitted by law, such court may reduce and reform such provisions to limitations which are deemed reasonable and enforceable by said court.

3. GENERAL REQUIREMENTS

Prior to the start of any work on a RTC project, CONSULTANT shall purchase and maintain insurance of the types and limits as described below insuring against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by CONSULTANT, its subconsultants, or their employees, agents, or representatives. The cost of all such insurance shall be borne by CONSULTANT.

4. VERIFICATION OF COVERAGE

CONSULTANT shall furnish RTC with a certificate(s) of insurance, executed by a duly authorized representative of each insurer, showing compliance with the insurance requirements set forth herein, on forms acceptable to RTC. All deductibles and self-insured retentions requiring RTC approval shall be shown on the certificate. All certificates and endorsements are to be addressed to RTC's Finance Director and be received by RTC before work commences. CONSULTANT agrees that RTC has the right to inspect CONSULTANT'S and the Sub's insurance policies, or certified copies of the policies, upon request. Copies of applicable policy forms or endorsements confirming required additional insured, waiver of subrogation and notice of cancellation provisions are required to be provided with any certificate(s) evidencing the required coverage.

5. NOTICE OF CANCELLATION

CONSULTANT or its insurers shall provide at least thirty (30) days' prior written notice to RTC prior to the cancellation or non-renewal of any insurance required under this Agreement. An exception may be included to provide at least ten (10) days' written notice if cancellation is due to non-payment of premium. CONSULTANT shall be responsible to provide prior written notice to RTC as soon as practicable upon receipt of any notice of cancellation, non-renewal, reduction in required limits or other material change in the insurance required under this Agreement.

6. SUBCONSULTANTS & SUBCONTRACTORS

CONSULTANT shall include all Subcontractors and Subconsultants (referred to collectively as "Subs") as insureds under its liability policies OR shall cause Subs employed by CONSULTANT to purchase and maintain separate liability coverages and limits of the types specified herein. If any Subs maintain separate liability coverages and limits, each shall include the RTC, , and City of Reno as additional insureds under its commercial general liability policy, subject to the same requirements stated herein, pursuant to a written contract or agreement naming each of the additional insureds and applicable sub-consultant or sub-contractor. Any separate coverage limits of liability maintained by Subs shall be at least **\$1,000,000** per occurrence and at least **\$2,000,000** for any applicable coverage aggregates or the amount customarily carried by the Sub, whichever is GREATER. If any Subs provide their own insurance with limits less than required of the Contractor, Contractor shall include Subs in their coverage up to the full limits required of the Contractor. When requested by RTC, CONSULTANT shall furnish copies of certificates of insurance evidencing coverage for each subconsultant. CONSULTANT need not require its non-design subcontractors to carry Professional Errors and Omissions Liability insurance.

7. DEDUCTIBLES AND SELF-INSURED RETENTIONS

Any deductibles or self-insured retentions that exceed \$5,000 per occurrence or claim must be declared to RTC's Finance Director prior to signing this Agreement. RTC is entitled to request and receive additional documentation, financial or otherwise, prior to giving its approval of the deductibles and self-insured retentions. Any changes to the deductibles or self-insured retentions made during the term of this Agreement or during the term of any policy must be declared to RTC's Finance Director prior to the change taking effect.

8. ACCEPTABILITY OF INSURERS

Required insurance is to be placed with insurers with a Best's rating of no less than A-VII and acceptable to RTC. RTC may accept coverage with carriers having lower Best's ratings upon review of financial information concerning CONSULTANT and the insurance carrier. RTC reserves the right to require that CONSULTANT'S insurer(s) be licensed and admitted in the State of Nevada or meet any applicable state and federal laws and regulations for non-admitted insurance placements.

9. OTHER CONDITIONS

- A. Failure to furnish the required certificate(s) or failure to maintain the required insurance may result in termination of this Agreement at RTC's option.
- B. If CONSULTANT fails to furnish the required certificate or fails to maintain the required insurance as set forth herein, RTC shall have the right, but not the obligation, to purchase said insurance at CONSULTANT's expense.
- C. Any waiver of CONSULTANT's obligation to furnish such certificate or maintain such insurance must be in writing and signed by an authorized representative of RTC. Failure of RTC to demand such certificate or other evidence of full compliance with these insurance requirements or failure of RTC to identify a deficiency from evidence that is provided shall not be construed as a waiver of CONSULTANT's obligation to maintain such insurance, or as a waiver as to the enforcement of any of these provisions at a later date.
- D. By requiring insurance herein, RTC does not represent that coverage and limits will necessarily be adequate to protect CONSULTANT, and such coverage and limits shall not be deemed as a limitation on CONSULTANT's liability under the indemnities granted to RTC in this contract.
- E. If CONSULTANT'S liability policies do not contain the standard ISO separation of insureds condition, or a substantially similar clause, they shall be endorsed to provide cross-liability coverage.

10. COMMERCIAL GENERAL LIABILITY

CONSULTANT shall maintain commercial general liability (CGL) and, if necessary, commercial umbrella insurance with a limit of not less than **\$2,000,000** each occurrence. If such CGL insurance contains a general aggregate limit, it shall be increased to equal twice the required occurrence limit or revised to apply separately to this project.

CGL insurance shall be written on ISO occurrence form CG 00 01 04 13 (or a substitute form providing equivalent coverage) and shall cover liability arising from premises, operations, products-completed operations, personal and advertising injury, and liability assumed under an insured contract (including the tort liability of another assumed in a business contract).

RTC and any other Indemnitees listed in Section 2. INDEMNIFICATION of this Agreement shall be included as an insured under the CGL, using ISO additional insured endorsement CG 20 10 07/04 or CG 20 33 07/04 or a substitute providing equivalent coverage, and under the commercial umbrella, if any.

This insurance shall apply as primary insurance with respect to any other insurance or self-insurance programs afforded to RTC or any other Indemnitees under this Agreement.

CONSULTANT waives all rights against RTC and any other Indemnitees listed in section 2. INDEMNIFICATION of this Agreement for recovery of damages to the extent these damages are covered by the commercial general liability or commercial umbrella liability insurance maintained pursuant to this agreement. CONSULTANT's insurer shall endorse CGL policy to waive subrogation against RTC with respect to any loss paid under the policy.

11. COMMERCIAL AUTOMOBILE LIABILITY

CONSULTANT shall maintain automobile liability and, if necessary, commercial umbrella liability insurance with a limit of not less than **\$1,000,000** each accident. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos).

Coverage shall be written on ISO form CA 00 01, CA 00 05, CA 00 25, or a substitute form providing equivalent liability coverage for all owned, leased, hired (rented) and non-owned vehicles (as applicable). RTC may agree to accept auto liability for non-owned and hired (rented) vehicles under the CGL if CONSULTANT does not own or operate any owned or leased vehicles.

CONSULTANT waives all rights against RTC, its officers, employees and volunteers for recovery of damages to the extent these damages are covered by the automobile liability or commercial umbrella liability insurance obtained by CONSULTANT pursuant to this Agreement.

12. INDUSTRIAL (WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY) INSURANCE

It is understood and agreed that there shall be no Industrial (Worker's Compensation and Employer's Liability) Insurance coverage provided for CONSULTANT or any subconsultants by RTC. CONSULTANT, and any subconsultants, shall procure, pay for and maintain the required coverages.

CONSULTANT shall maintain workers' compensation and employer's liability insurance meeting the statutory requirements of the State of Nevada, including but not limited to NRS 616B.627 and NRS 617.210. The employer's liability limits shall not be less than **\$1,000,000** each accident for bodily injury by accident or **\$1,000,000** each employee for bodily injury by disease.

CONSULTANT shall provide a Final Certificate for itself and each subconsultant evidencing that CONSULTANT and each subconsultant maintained workers' compensation and employer's liability insurance throughout the entire course of the project.

If CONSULTANT, or any subconsultant is a sole proprietor, coverage for the sole proprietor must be purchased and evidence of coverage must appear on the Certificate of Insurance and Final Certificate.

CONSULTANT waives all rights against RTC, its elected officials, officers, employees and agents for recovery of damages to the extent these damages are covered by the workers compensation and employer's liability or commercial umbrella liability insurance obtained by Tenant pursuant to this

agreement. CONSULTANT shall obtain an endorsement equivalent to WC 00 03 13 to affect this waiver.

13. PROFESSIONAL ERRORS AND OMISSIONS LIABILITY

CONSULTANT shall maintain professional liability insurance applying to liability for a professional, error, act, or omission arising out of the scope of CONSULTANT'S services provided under this Agreement with a limit of not less than **\$1,000,000** each claim and annual aggregate. CONSULTANT shall maintain professional liability insurance during the term of this Agreement and, if coverage is provided on a "claims made" or "claims made and reported" basis, shall maintain coverage or purchase an extended reporting period for a period of at least three (3) years following the termination of this Agreement.

14. NETWORK SECURITY AND PRIVACY LIABILITY

If CONSULTANT will have access to RTC computer or network systems for any reason and/or data including personal information (as defined in NRS 603A.040) or confidential information, CONSULTANT shall maintain network security and privacy liability insurance insuring against loss resulting from (1) privacy breaches [liability arising from the loss or disclosure of confidential information] (2) system breach (3) denial or loss of service (4) introduction, implantation, or spread of malicious software code (5) unauthorized access to or use of computer systems and (6) system failure. Coverage shall be provided with a limit of not less than **\$1,000,000** per claim and annual aggregate.



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 4.1

TO: Regional Transportation Commission

FROM: Amy Cummings, AICP/LEED AP
Director of Planning, Deputy
Executive Director



Bill Thomas, AICP
Executive Director

SUBJECT: 2050 Regional Transportation Plan (RTP)

RECOMMENDATION

Receive a report on the 2050 Regional Transportation Plan (RTP) and provide direction accordingly.

SUMMARY

The RTC is evaluating projects for consideration in the 2050 Regional Transportation Plan. A virtual public meeting and online survey were initiated in December to gather community feedback regarding the evaluation and prioritization of projects. A discussion with and survey of partner agency staff is also underway through the Technical Advisory Committee and RTP Agency Working Group. Because the surveys are still ongoing, final evaluation of the projects is not yet complete. The criteria described below are the basis of the draft findings. The evaluation will be updated pending results of the community survey and agency input. RTC is working with the local jurisdictions to be included on the City Council and County Commission agendas to seek additional input. Staff will bring an updated project evaluation to the RTC Board in January that reflects community input.

The online survey is divided into four parts to allow for the ranking of comparable projects. Because almost 200 projects have been included in the evaluation, these categories facilitate a more user-friendly survey format. The categories are freeway projects, multimodal projects with no new road capacity, capacity projects on existing regional roads, and construction of new regional roads.

The framework described below is intended to assist in the prioritization process for regional roadway projects. It provides input and data for the RTC Board to consider during the evaluation and prioritization process. It is not anticipated that a mathematical formula will provide the final determination on project rankings and that professional judgement and community/agency staff input will be considered by the RTC staff and Board in making final recommendations and decisions.

Separate evaluation frameworks are proposed for projects on existing roadways and construction of new roads. The framework for evaluating projects on existing roadways consists of the criteria and weighting, as shown as in the table below.

Evaluation Criteria for Projects on Existing Regional Roads	Weight
Safety – crash frequency, rate, severity	35
Congestion – travel demand model existing/forecasted level of service (LOS)	20
Bike/Pedestrian Score – criteria in Bicycle & Pedestrian Master Plan	15
Equity	15
Project Readiness	15
Regional Plan Land Use Priority – TMRPA tier system	15
Pavement Condition Index (PCI)/Bridge Rating	5
Flood Mitigation	5
Private/Other Agency Funding	5
Public Input (to be provided after online survey)	10
Agency Working Group Input (to be provided after project review)	10
Total	150

For analysis of new roads, a different methodology is needed because safety, congestion, pavement condition, and other data used to evaluate projects on existing roads would not be applicable for new construction. RTC will develop cost estimates for each proposed new road project, identify the projected average number of cars that would use the road on a daily basis (ADT), and develop an estimate for cost per ADT.

Evaluation Criteria for New Road Construction	Weight
Average Daily Traffic	45
Cost per Average Daily Traffic (ADT)	20
Project Readiness (Project in existing plan or study)	15
Regional Plan Land Use Priority – TMRPA tier system	15
Private/Other Agency Funding	5
Flood Mitigation	5
Emergency Response/Fire Evacuation	5
Public Input	15
Agency Working Group Input	15
Total	140

FISCAL IMPACT

2050 RTP development is included in the Unified Planning Work Program.

PREVIOUS ACTIONS BY BOARD

November 20, 2020	Received a report on the 2050 Regional Transportation Plan (RTP)
August 20, 2020	Received a report on the 2050 Regional Transportation Plan (RTP) Transportation call for projects and provided direction
June 19, 2020	Approved 2050 RTP Guiding Principles
December 20, 2019	Received report on the 2050 RTP visioning exercise
November 15, 2019	Received report regarding the 2050 RTP public and agency outreach process and schedule
August 17, 2018	Approved Amendment No. 1 to the 2040 RTP
May 21, 2017	Approved 2040 RTP

ADDITIONAL BACKGROUND

The RTC issued a call for projects in an effort to seek agency and public input about projects to consider in the 2050 RTP. The RTC implemented an online survey to seek input from the public on potential new projects, which was open from June 22 through July 20, 2020. RTC is evaluating projects that were suggested for potential inclusion in the plan. The preliminary evaluation of projects, along with safety and traffic congestion data, is attached.

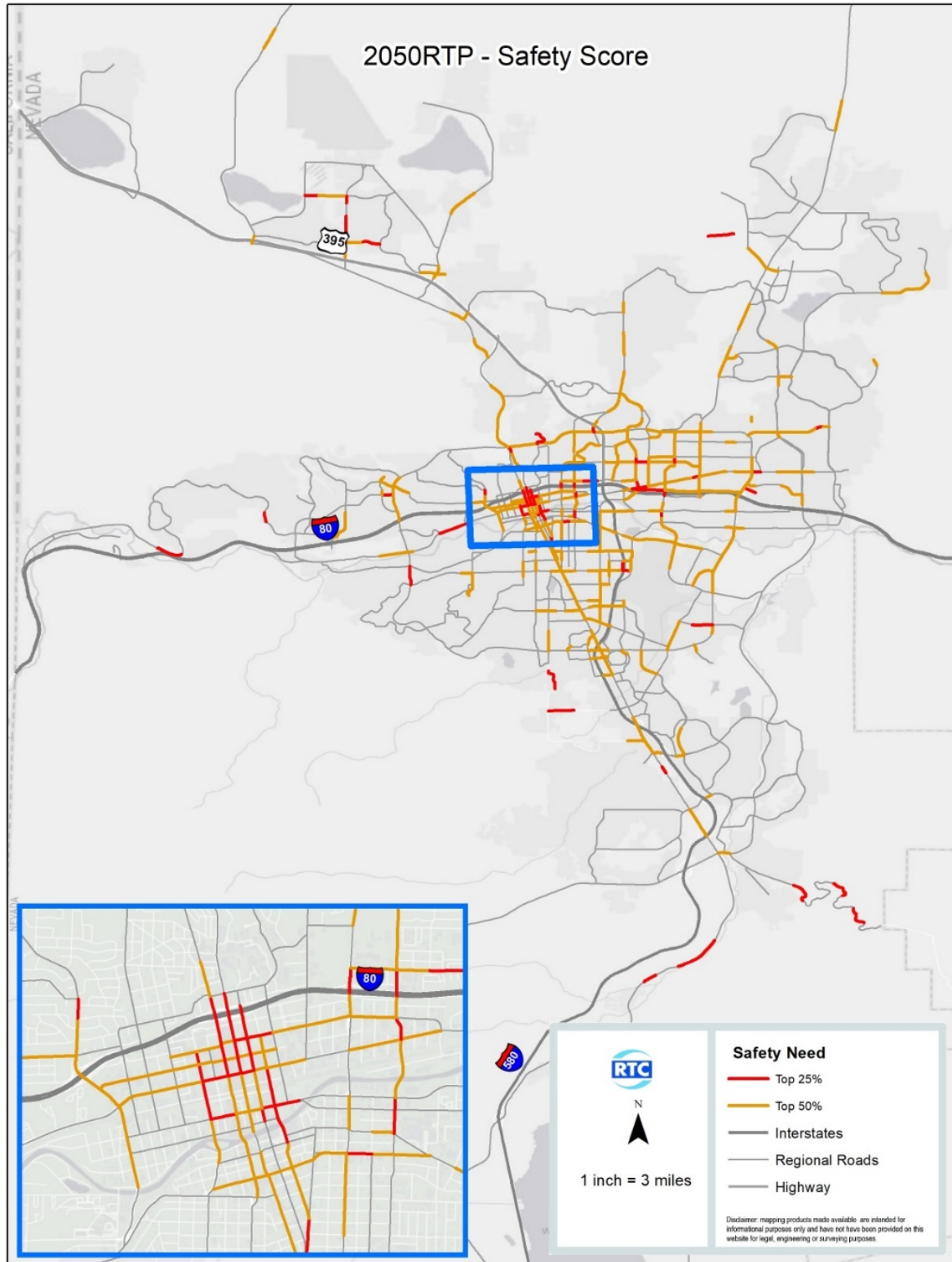
A virtual public meeting was held in November and December for the Downtown Reno Circulation Study, which is a component of the RTP. Staff are currently reviewing and addressing public comments about the proposed safety and mobility improvements in Downtown Reno.

The RTP is the RTC’s long-range transportation plan as required under Title 23, Part 450 of the Code of Federal Regulations (CFR). It contains major transportation projects and programs for Washoe County for all modes of travel. It functions as the major tool for implementing long-range transportation planning. The RTP captures the community’s vision of the transportation system and identifies the projects, programs and services necessary to achieve that vision that will be implemented by RTC, member entities, and Nevada Department of Transportation (NDOT).

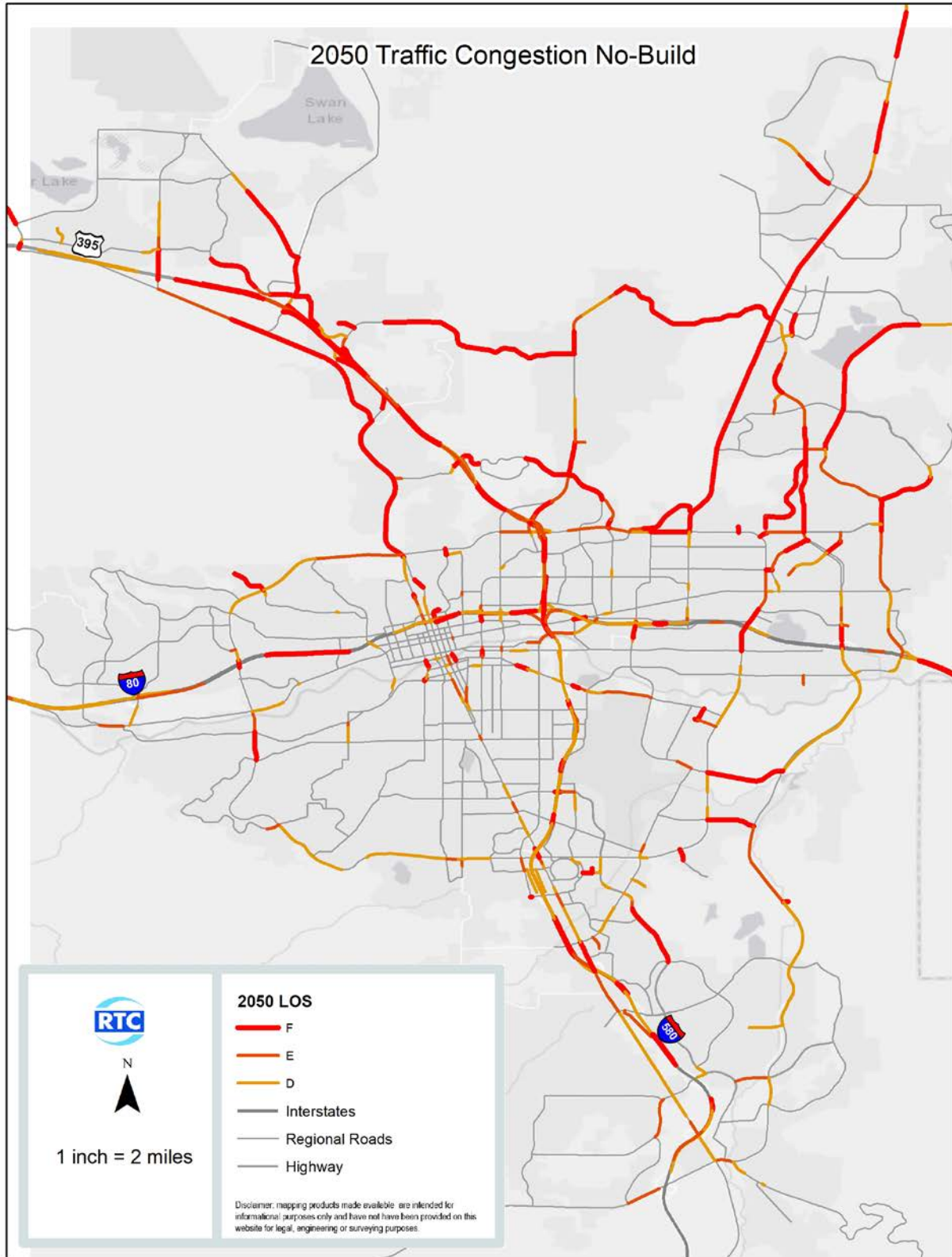
ADVISORY COMMITTEE(S) RECOMMENDATION

The Citizens Multimodal Advisory Committee and Technical Advisory Committee received a report on the 2050 RTP development process.

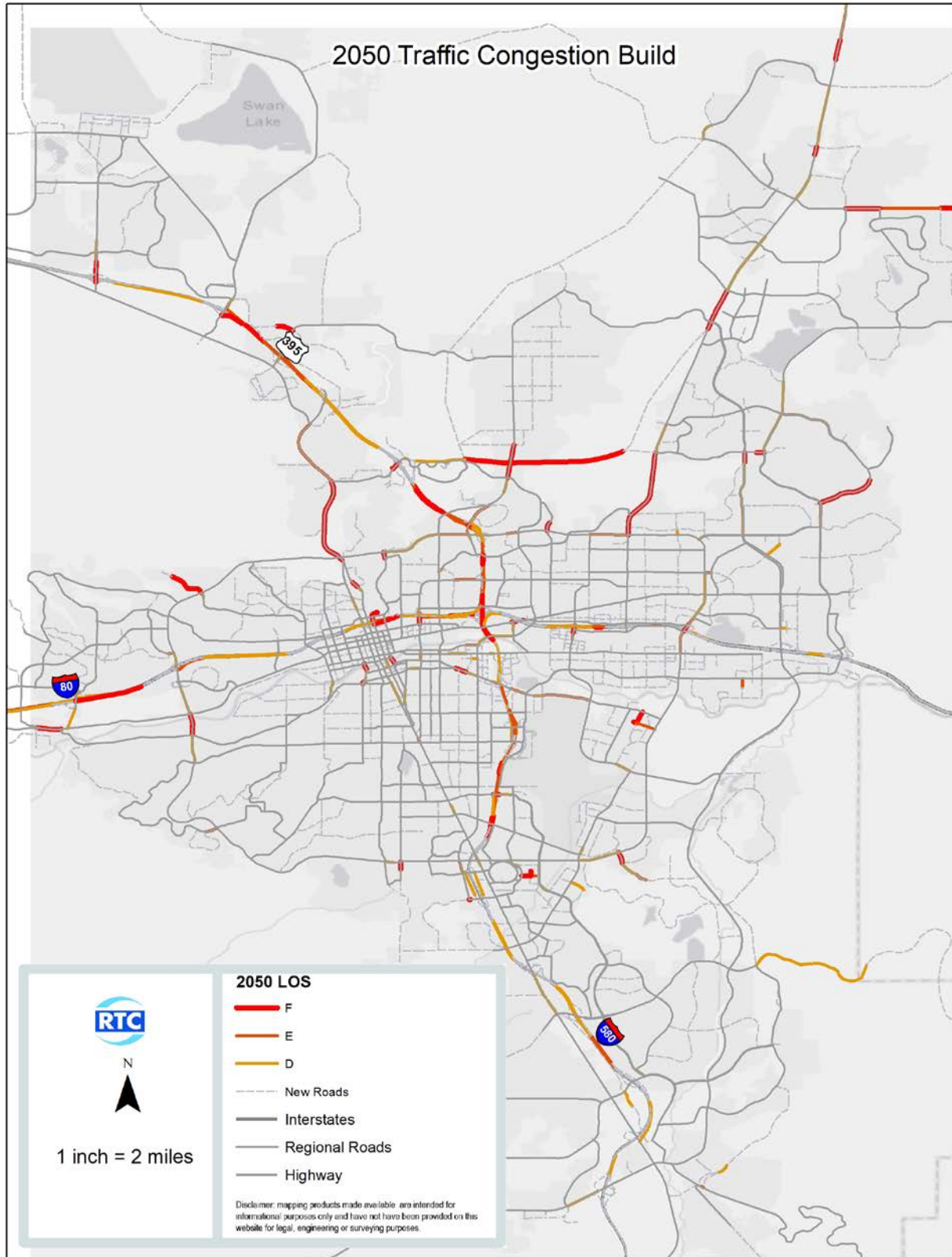
Attachment: Safety Data Analysis



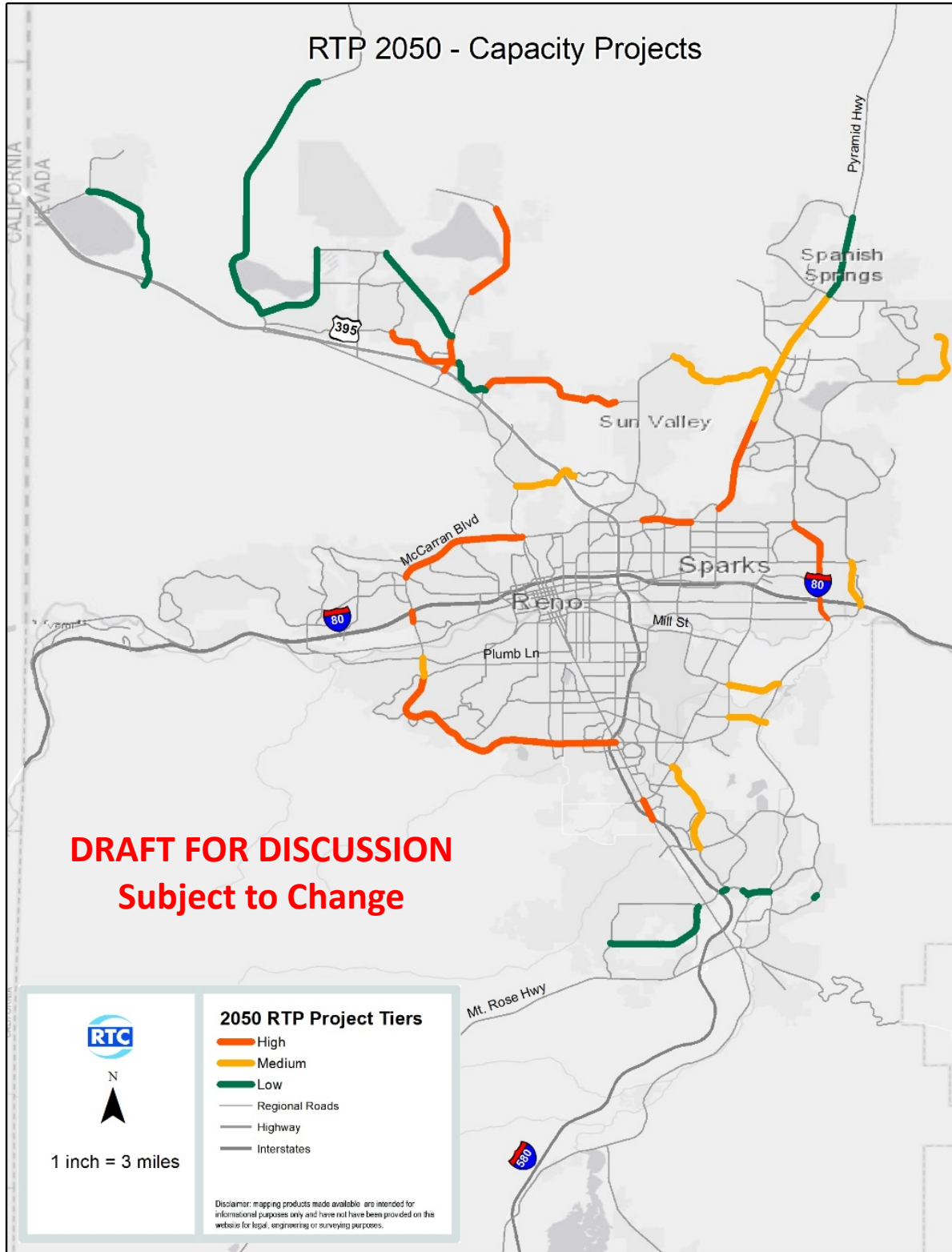
Projected 2050 Traffic Analysis Under a No-Build Scenario



Projected 2050 Traffic Analysis Under a Build Scenario



Preliminary Evaluation of Capacity Projects on Existing Roads (includes multimodal components)



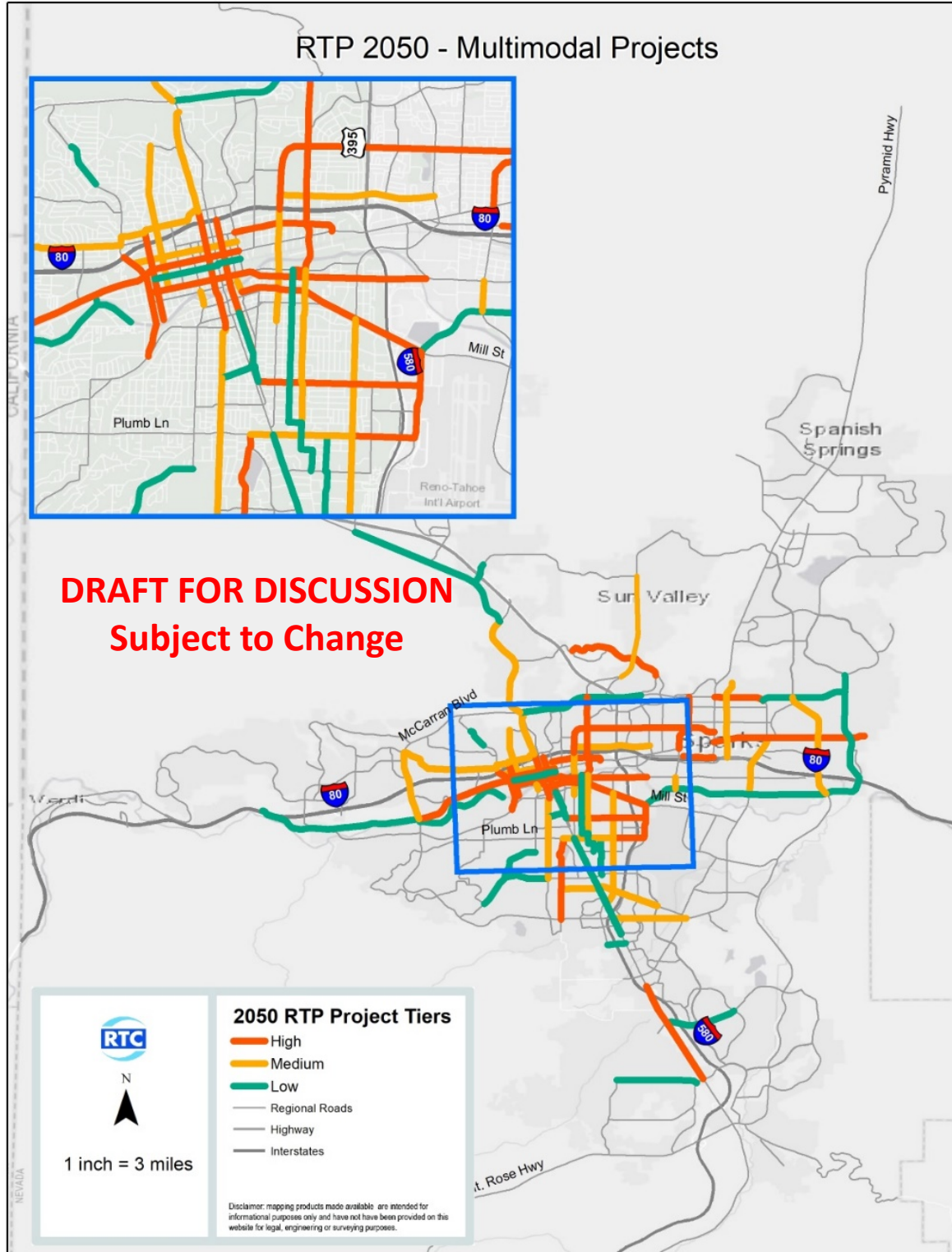
Preliminary Evaluation of New Construction Capacity Projects (includes multimodal components)



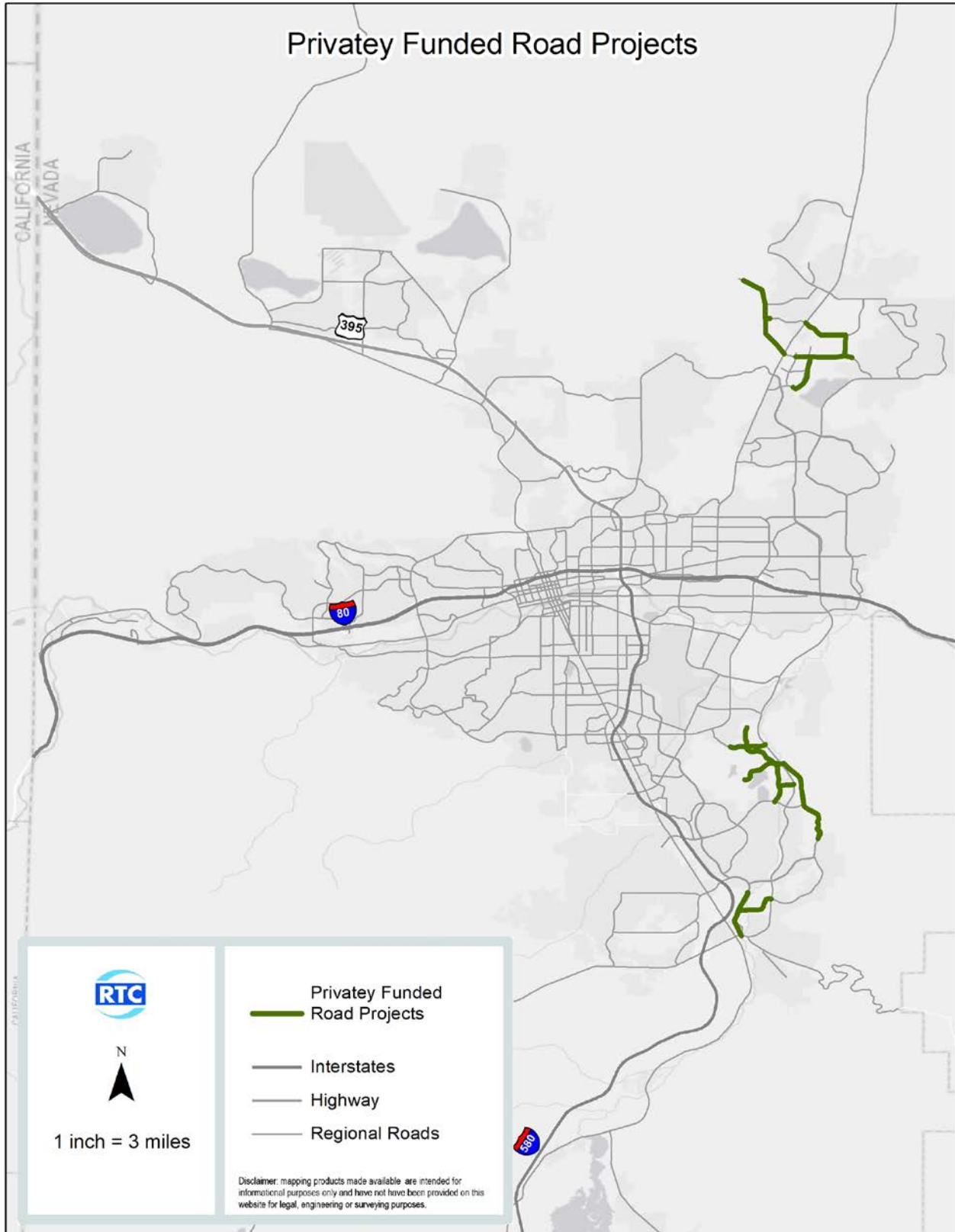
Preliminary Evaluation of Freeway Projects



Preliminary Evaluation of Multimodal Projects (does not include new roadway capacity)



Roadway Projects Expected to be Constructed by the Private Development Community





REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 5.1

TO: Regional Transportation Commission

FROM: Stephanie Haddock, CGFM
Director of Finance/CFO

Bill Thomas, AICP
Executive Director

SUBJECT: FY 2020 Comprehensive Annual Financial Report (CAFR)

RECOMMENDATION

Receive a report on the FY 2020 Comprehensive Annual Financial Report (CAFR) for the Regional Transportation Commission of Washoe County (RTC) and authorize staff to submit the document to the Nevada Department of Taxation.

SUMMARY

As required, the independent audit report on the financial operations of the RTC is being presented to the Board. The RTC has received an unmodified opinion as issued by Crowe LLP, the highest rating possible. RTC has had a strong history of no findings or minimal findings. This year there were no audit findings or policy findings. Staff will provide a brief financial summary of FY 2020. Attached is a letter to the Commissioners from our auditors, Crowe LLP. A representative from Crowe LLP, will be available during the meeting to answer any questions regarding the audit.

FISCAL IMPACT

There is no fiscal impact associated with this agenda item.

PREVIOUS ACTIONS BY BOARD

This is an annual report that is presented to the Board each December.

ADDITIONAL BACKGROUND

The Comprehensive Annual Financial Report for FY 2020 has been completed by RTC staff and audited by Crowe LLP. The report includes all requirements specified by Nevada Revised Statutes and the Single Audit Act. The report also includes information required by the Government Finance Officers Association (GFOA) for eligibility of the Certificate of Achievement Award. The RTC has received this award for the past 31 years. Staff will submit the FY 2020 report to the GFOA for its consideration in regard to the Certificate of Achievement Award.

Attachments

To the Commissioners
Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada

Professional standards require that we communicate certain matters to keep you adequately informed about matters related to the financial statement audit that are, in our professional judgment, significant and relevant to your responsibilities in overseeing the financial reporting process. We communicate such matters in this report.

AUDITOR'S RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES OF AMERICA

Our responsibility is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in conformity with accounting principles generally accepted in the United States of America. The audit of the financial statements does not relieve you of your responsibilities and does not relieve management of their responsibilities. Refer to our engagement letter with the Company for further information on the responsibilities of management and of Crowe LLP.

AUDITOR'S RESPONSIBILITY UNDER GOVERNMENT AUDITING STANDARDS

As part of obtaining reasonable assurance about whether the RTC's financial statements are free of material misstatement, we performed tests of the RTC's compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts or disclosures. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion.

The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

PLANNED SCOPE AND TIMING OF THE AUDIT

We are to communicate an overview of the planned scope and timing of the audit. Accordingly, the following matters regarding the planned scope and timing of the audit were discussed with you during the planning stages of the audit.

- How we proposed to address the significant risks of material misstatement, whether due to fraud or error.
- Our approach to internal control relevant to the audit.
- The concept of materiality in planning and executing the audit, focusing on the factors considered rather than on specific thresholds or amounts.

- Your views and knowledge of matters you consider warrant our attention during the audit, as well as your views on:
 - The allocation of responsibilities between you and management.
 - The entity's objectives and strategies, and the related business risks that may result in material misstatements.
 - Significant communications with regulators.
 - Other matters you believe are relevant to the audit of the financial statements.

SIGNIFICANT ACCOUNTING POLICIES AND MANAGEMENT JUDGMENTS AND ACCOUNTING ESTIMATES

Significant Accounting Policies: Those Charged with Governance should be informed of the initial selection of and changes in significant accounting policies or their application. Also, Those Charged with Governance should be aware of methods used to account for significant unusual transactions and the effect of significant accounting policies in controversial or emerging areas where there is a lack of authoritative consensus. We believe management has the primary responsibility to inform Those Charged with Governance about such matters. There were no such accounting changes or significant policies requiring communication.

Management Judgments and Accounting Estimates: Further, accounting estimates are an integral part of the financial statements prepared by management and are based upon management's current judgments. These judgments are based upon knowledge and experience about past and current events and assumptions about future events. Certain estimates are particularly sensitive because of their significance and because of the possibility that future events affecting them may differ markedly from management's current judgments and may be subject to significant change in the near term.

The following describes the significant accounting estimates reflected in RTC's year-end financial statements, the process used by management in formulating these particularly sensitive accounting estimates and the primary basis for our conclusions regarding the reasonableness of those estimates.

Significant Accounting Estimate	Process Used by Management	Basis for Our Conclusions
Fair Values of Investment Securities and Other Financial Instruments	The disclosure of fair values of securities and other financial instruments requires management to use certain assumptions and estimates pertaining to the fair values of its financial assets and financial liabilities.	We tested the propriety of information underlying management's estimates.
Useful Lives of Fixed Assets	Management has determined the economic useful lives of fixed assets based on past history of similar types of assets, future plans as to their use, and other factors that impact their economic value to the RTC.	We tested the propriety of information underlying management's estimates.

Significant Accounting Estimate	Process Used by Management	Basis for Our Conclusions
Pension and Postretirement Obligations	Amounts reported for pension and postretirement obligations require management to use estimates that may be subject to significant change in the near term. These estimates are based on projection of the weighted average discount rate, rate of increase in future compensation levels, and weighted average expected long-term rate of return on pension assets.	We reviewed the reasonableness of these estimates and assumptions.

AUDITOR’S JUDGMENTS ABOUT QUALITATIVE ASPECTS OF SIGNIFICANT ACCOUNTING PRACTICES

We are to discuss with you our comments about the following matters related to the Company’s accounting policies and financial statement disclosures. Accordingly, these matters will be discussed during our meeting with you.

- The appropriateness of the accounting policies to the particular circumstances of the entity, considering the need to balance the cost of providing information with the likely benefit to users of the entity’s financial statements.
- The overall neutrality, consistency, and clarity of the disclosures in the financial statements.
- The effect of the timing of transactions in relation to the period in which they are recorded.
- The potential effect on the financial statements of significant risks and exposures, and uncertainties that are disclosed in the financial statements.
- The extent to which the financial statements are affected by unusual transactions including nonrecurring amounts recognized during the period, and the extent to which such transactions are separately disclosed in the financial statements.
- The issues involved, and related judgments made, in formulating particularly sensitive financial statement disclosures.
- The factors affecting asset and liability carrying values, including the entity’s basis for determining useful lives assigned to tangible and intangible assets.
- The selective correction of misstatements, for example, correcting misstatements with the effect of increasing reported earnings, but not those that have the effect of decreasing reported earnings.

CORRECTED AND UNCORRECTED MISSTATEMENTS

Corrected Misstatements: We are to inform you of material corrected misstatements that were brought to the attention of management as a result of our audit procedures.

- A current year entry was posted by management to accrue 3rd quarter impact fees not collected until after June 30, 2020. The entry resulted in an increase to impact fees receivable, revenue, and the change in net position by approximately \$1,122,000.

Uncorrected Misstatements: We are to inform you of uncorrected misstatements that were aggregated by us during the current engagement and pertaining to the latest and prior period(s) presented that were determined by management to be immaterial, both individually and in the aggregate, to the financial statements taken as a whole. For your consideration, we have distinguished misstatements between known misstatements and likely misstatements.

There were no such misstatements.

OTHER COMMUNICATION

Communication Item	Results
<p>Other Information in Documents Containing Audited Financial Statements Information may be prepared by management that accompanies the financial statements. To assist your consideration of this information, you should know that we are required by audit standards to read such information and consider whether such information, or the manner of its presentation, is materially inconsistent with information in the financial statements. If we consider the information materially inconsistent based on this reading, we are to seek a resolution of the matter.</p>	<p>We read the following items and noted no material inconsistencies or misstatement of facts in such information based on our reading thereof.</p> <ul style="list-style-type: none"> • Introductory Section • Management's Discussion and Analysis • Other Supplementary Information Section • Statistical Section
<p>Significant Difficulties Encountered During the Audit We are to inform you of any significant difficulties encountered in dealing with management related to the performance of the audit.</p>	<p>There were no significant difficulties encountered in dealing with management related to the performance of the audit.</p>
<p>Disagreements with Management We are to discuss with you any disagreements with management, whether or not satisfactorily resolved, about matters that individually or in the aggregate could be significant to the RTC's financial statements or the auditor's report.</p>	<p>During our audit, there were no such disagreements with management.</p>
<p>Consultations with Other Accountants If management consulted with other accountants about auditing and accounting matters, we are to inform you of such consultation, if we are aware of it, and provide our views on the significant matters that were the subject of such consultation.</p>	<p>We are not aware of any instances where management consulted with other accountants about auditing or accounting matters since no other accountants contacted us, which they are required to do by Statement on Auditing Standards No. 50, before they provide written or oral advice.</p>
<p>Representations the Auditor Is Requesting from Management We are to provide you with a copy of management's requested written representations to us.</p>	<p>We direct your attention to a copy of the letter of management's representation to us provided separately.</p>
<p>Significant Issues Discussed, or Subject to Correspondence, With Management We are to communicate to you any significant issues that were discussed or were the subject of correspondence with management.</p>	<p>There were no such significant issues discussed, or subject to correspondence, with management.</p>
<p>Significant Related Party Findings and Issues We are to communicate to you significant findings and issues arising during the audit in connection with the RTC's related parties.</p>	<p>There were no such findings or issues that are, in our judgment, significant and relevant to you regarding your oversight of the financial reporting process.</p>

Communication Item	Results
<p>Other Findings or Issues We Find Relevant or Significant</p> <p>We are to communicate to you other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to you regarding your oversight of the financial reporting process.</p>	<p>There were no such other findings or issues that are, in our judgment, significant and relevant to you regarding your oversight of the financial reporting process.</p>

We are pleased to serve the RTC as its independent auditors and look forward to our continued relationship. We provide the above information to assist you in performing your oversight responsibilities, and would be pleased to discuss this letter or any matters further, should you desire. This letter is intended solely for the information and use of the Commissioners and, if appropriate, management, and is not intended to be and should not be used by anyone other than these specified parties.

Crowe LLP
Crowe LLP

Sacramento, California
November 20, 2020



COMPREHENSIVE ANNUAL FINANCIAL REPORT

REGIONAL TRANSPORTATION COMMISSION



Reno, Sparks and Washoe County, Nevada

Fiscal Year Ended June 30, 2020



Your RTC. Our Community.



REGIONAL TRANSPORTATION COMMISSION

Reno, Sparks and Washoe County, Nevada

CAFR

COMPREHENSIVE ANNUAL FINANCIAL REPORT

For the Fiscal Year Ended June 30, 2020

William Thomas, AICP

Executive Director

PREPARED BY THE FINANCE DEPARTMENT

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REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

RTC BOARD OF COMMISSIONERS



BOB LUCEY
RTC CHAIR
Washoe County Vice Chair



RON SMITH
City of Sparks Mayor



NEOMA JARDON
RTC VICE CHAIR
City of Reno Council Member



OSCAR DELGADO
City of Reno Council Member



VAUGHN HARTUNG
Washoe County Council Member



KRISTINA SWALLOW, Ex-officio
Director
Nevada Department of Transportation

RTC DIRECTORS



WILLIAM THOMAS, AICP
Executive Director



AMY MCABEE CUMMINGS,
AICP/LEED AP
Deputy Executive Director/
Director of Planning



STEPHANIE HADDOCK, CGFM
Director of Finance/
Chief Financial Officer



ADAM SPEAR, ESQ
Director of Legal Services



MARK MALONEY
Director of Public Transportation
& Operations



BRIAN STEWART, P.E.
Director of Engineering



ANGELA REICH, SPHR
Director of Administrative Services

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INTRODUCTORY SECTION



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

Honorable Chair, Vice Chair and Members
Regional Transportation Commission
1105 Terminal Way
Reno, Nevada 89502

Dear Chair Lucey, Vice Chair Jardon, Members of the Commission, and Citizens of Reno, Sparks and Washoe County:

I am pleased to transmit to you the Comprehensive Annual Financial Report (CAFR) of the Regional Transportation Commission of Washoe County (RTC) for the fiscal year ended June 30, 2020. State law requires that all general-purpose local governments publish within six months of the close of each fiscal year a complete set of financial statements presented in conformity with Generally Accepted Accounting Principles (GAAP) and audited in accordance with generally accepted auditing standards by a firm of licensed Certified Public Accountants.

The CAFR consists of management's representations concerning the finances of the RTC. Consequently, management assumes full responsibility for the completeness and reliability of all of the information presented in this report. To provide a reasonable basis for making these representations, management of the RTC has established a comprehensive internal control framework that is designed to protect the government's assets from loss, theft, or misuse and to compile sufficient reliable information for the preparation of the RTC's financial statements in conformity with GAAP. Because the cost of internal controls should not outweigh their benefits, the RTC's comprehensive framework of internal controls has been designed to provide reasonable rather than absolute assurance that the financial statements will be free from material misstatement. As management, we assert that, to the best of our knowledge and belief, this financial report is complete and reliable in all material respects.

The RTC's financial statements have been audited by Crowe LLP, a firm of licensed Certified Public Accountants. The goal of the independent audit is to provide reasonable assurance that the financial statements for the fiscal year ended June 30, 2020, are free of material misstatement. The independent audit involved examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; assessing the accounting principles used and significant estimates made by management; and evaluating the overall financial statement presentation. The independent auditor concluded, based upon the audit, that there was a reasonable basis for rendering an unmodified opinion that the RTC's financial statements for the fiscal year ended June 30, 2020, are fairly presented in conformity with GAAP. The independent auditor's opinion is presented as the first component of the financial section of this report. The independent audit of the financial statements of the RTC was part of a broader, federally-mandated "Single Audit" designed to meet the special needs of federal grantor agencies. The standards governing Single Audit engagements require the independent auditor to report not only on the fair presentation of the

Honorable Chair and Members
Regional Transportation Commission
December 18, 2020

financial statements, but also on the audited government's internal controls and compliance with legal requirements, with special emphasis on internal controls and legal requirements involving the administration of federal awards.

GAAP require that management provide a narrative introduction, overview, and analysis to accompany the basic financial statements in the form of Management's Discussion and Analysis (MD&A). This letter of transmittal is designed to complement MD&A and should be read in conjunction with it. The RTC's MD&A can be found immediately following the report of the independent auditors.

Profile of the Government

The RTC is located in Northern Nevada. It serves the cities of Reno and Sparks and the county of Washoe. The RTC's designated urbanized service area is 165 square miles and serves a population of 472,069.

Two major sources of revenue for the RTC are fuel tax and sales tax (public transportation tax). Fuel tax and sales tax can be designated for the RTC transportation purposes by the Nevada State Legislature and must be implemented by Washoe County ordinance. By statute, the RTC may exercise the power of eminent domain with the approval of the City or County in which the property lies.

The RTC has operated as a special purpose unit of government since 1979, as a result of legislation approved in the 1979 Nevada State Legislature.

Overall agency guidance is provided by the Commission, which is composed of locally elected officials. Members of the Commission are appointed by their respective political jurisdiction and include two (2) members representing Washoe County, two (2) members representing the largest city in the jurisdiction (City of Reno), and one (1) member representing the other city in the jurisdiction (City of Sparks). They serve staggered two-year terms.

The Commission establishes and approves policy direction for the agency in all program areas. Policy established by the Commission is implemented through a professional/technical staff supervised by an Executive Director.

As the Executive Director, I serve at the pleasure of the Commission and I am considered to be an unclassified employee. The Commission establishes compensation for the Executive Director position. Department Directors and certain administrative and senior level personnel are also unclassified employees of the RTC and are subject to a classification and compensation plan approved by the Commission. Remaining staff are classified employees of the RTC and are also subject to a classification and compensation plan approved by the Commission.

The RTC is responsible for three major transportation programs:

Public Transportation Program - The RTC operates public transportation, for fixed-route, paratransit, and vanpool in conformance with Nevada Revised Statutes. The RTC has the responsibility and the authority to appropriate money from the Public Transit Fund for such purposes and may provide for all functions incident to the administration and operation of public transportation.

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Separate contracts have been established for the public transportation elements of the RTC. Keolis Transit Services, LLC, provides turnkey operation for RTC RIDE, the local fixed-route bus system, RTC RAPID, the bus rapid transit service, and RTC REGIONAL CONNECTOR, a commuter service between Reno/Sparks and Carson City. The RTC REGIONAL CONNECTOR service is funded by the RTC and the city of Carson City. The RTC also has a turnkey contract with MTM Transit, LLC, for the operation of RTC ACCESS, the ADA paratransit service and RTC FlexRide. RTC established general service delivery policies for both systems and receives all revenues and purchases and maintains ownership of all assets of the transit operations.

In addition, the RTC helps fund transit service on the North Shore of Lake Tahoe for the Tahoe Truckee Area Rapid Transit (TART) system. The service is provided by Placer County, California, through a contractual agreement, with RTC reimbursing Placer County for the transit service provided in the Washoe County portion of the Tahoe basin.

Transportation Planning - The RTC is designated as the Metropolitan Planning Organization (MPO) for Washoe County. In that capacity, the RTC is responsible for establishing policy direction for transportation planning. This responsibility includes the approval of the Regional Transportation Plan (RTP), the annual Five-Year Financial Plan, Regional Transportation Improvement Program (RTIP), Unified Planning Work Program (UPWP), and the establishment and approval of federal funding priorities in certain program areas. The RTC provides major project review of the transportation impacts of new projects and developments.

Regional Street and Highway Program - The primary responsibility of the RTC in the Regional Street and Highway program is to approve and implement road projects through a priority-setting process in both the technical and political levels.

The RTC's Budget Process

The annual budget serves as the foundation for the RTC's financial planning and control. All Department Directors of the RTC are required to submit their budgets for approval by the Executive Director in March of each year. The RTC uses zero-based budgeting. Each department's budget is presented in extensive line item detail. A budget workshop is held for the Commissioners in February. A draft budget is presented to the Commission in April. Any Commissioners' changes are included in the final document, and that document is presented for a public hearing and approval in May. The appropriated budget is prepared by fund, function (e.g., Street and Highway), and department (e.g., Finance). Department Directors may make transfers of appropriations within a department. Transfers of appropriations between departments require the approval of the Executive Director. Any increase in Fund Budgets requires the approval of the Commission. Budget-to-actual comparisons are provided in this report for each individual governmental fund for which an appropriated annual budget has been adopted. For the major governmental funds, the General Fund, the Regional Road Impact Fee Fund, and the Paratransit Services Fund, these comparisons are presented as part of the basic financial statements. For the nonmajor governmental fund, with appropriated annual budgets, these comparisons are presented in the Nonmajor Governmental Fund subsection of this report, following the basic financial statements. For the Public Transit Fund, the comparison is presented as part of the other supplementary information.

Agency Accomplishments - FY 2020

- Completed RTC 2019 Annual Report
- Completed 2019 MPO Certification Review from Federal Highway Administration (FHWA) and Federal Transit Administration (FTA)
- Completed Bike Stamp Project
- Completed \$6.6 million in regional road Pavement Preservation Program
- Completed South Meadows Multimodal Transportation Study
- Completed ADA Transition Plan
- Completed Affordable Housing Study
- Completed Bicycle, Pedestrian, and Wheelchair Count Annual Report
- Completed University Area Transportation Study
- Completed 351 Community Outreach events for RTC programs and services
- Participated in 171 media interviews on a range of topics related to public transportation, planning and construction; issued 92 press releases
- Received 785,028 social media impressions
- Received 4,037 virtual outreach presentation views
- Initiated Public Participation Process for Update of the 2050 Regional Transportation Plan
- Initiated Eagle Canyon Extension Alignment Alternatives and Planning and Environmental Linkages (PEL) Study
- Initiated Arlington Avenue Bridges Project
- Launched new FlexRIDE (microtransit) demonstration service
- Launched ED Pass with the University of Nevada Reno and Truckee Meadows Community College
- Purchased 15 replacement paratransit vans
- Continued construction of Virginia Street Bus RAPID Transit Extension project in Midtown and University of Nevada, Reno areas
- Leadership in the Vision Zero Task Force
- Received unmodified opinion - Certified Audit

Factors Affecting Financial Condition

Local economy - Washoe County experienced strong economic growth for most of Fiscal Year 2020 until the Governor of Nevada ordered a statewide shut down of gaming and all other nonessential business due to the COVID-19 pandemic from March 17, 2020 through June 4, 2020.

Honorable Chair and Members
Regional Transportation Commission
December 18, 2020

The area's economy is principally based in the trade and service sector. Although gaming and other recreational activities represent a major portion of Washoe County's economy, the area has diversified its business base with the expansion of distribution, warehousing, and manufacturing facilities. Before the pandemic, Washoe County experienced 107 consecutive months of employment growth. Due to the pandemic, Washoe County's workforce decreased significantly losing 19,200 jobs, down 7.7% from FY 2019 to FY 2020. The majority of the workforce decreases were employed in leisure and hospitality industry and food service and drinking places. However, some areas of Washoe County employment experienced job growth during the fiscal year. Construction grew by 400 jobs or 2.2% and food and beverage stores grew by 200 jobs or 5.3%. Washoe County's unemployment rate as of June 2020 was 8.6%, a 5.2% increase over June 2019.

Statewide gross gaming revenues were down over the prior year by 21.7% and Washoe County gross gaming revenues were down by approximately 18.6% as of June 2020.

Washoe County's median home sale price increased 1.8% and new residential permits were up 7.9% in FY 2020.

Due to Washoe County's economic diversification and stimulus funding from the federal government, sales tax revenue for FY 2020 was 5% higher than the prior year. However, FY 2020 fuel tax revenues decreased by 1.5% due to a 5% decrease in gasoline gallons sold resulting from decreased tourism and increased telecommuting due to the pandemic.

Nevada has no personal income tax, and it is a right-to-work state. The State has no estate and/or gift taxes, no unitary taxes, no franchise taxes, and no inventory taxes. These factors have contributed to the State's tremendous growth over the last 20 years and will continue to be important for the State's future growth and recovery from the COVID-19 pandemic.

Long-term financial planning - As the Metropolitan Planning Organization (MPO) for surface transportation in the Truckee Meadows, the RTC uses a cooperative strategy inclusive of all local and state governments and community input. The RTC coordinates, plans, and executes Washoe County's transportation projects to serve the present and the future.

As the MPO, the RTC:

- designs and implements the short-range and long-range regional transportation plans for Washoe County;
- acquires federal, state, and local funding for major regional transportation projects;
- coordinates with local jurisdictions to identify traffic impacts from current and proposed residential and commercial development;
- defines measures to relieve congestion;
- creates traffic projections to anticipate and respond to future regional growth; and
- recommends, implements, and monitors new technologies for transit programs.

The foundation of the RTC planning program is a 20-year Regional Transportation Plan (RTP). The current RTP 2040 plan was adopted in May 2017. RTC is working on a RTP update through 2050 with updated plan adoption in May 2021. The RTP had substantial citizen involvement. The RTP serves as the region's long-range transportation plan to accommodate the master-planned developments in the City of Reno, City of Sparks, and Washoe County. The plan addresses all modes of travel including automobiles, transit, bicycles, pedestrians, aviation, rail, and goods movement as well as transportation management strategies to make the system more efficient.

Short Term Planning

The Short-Range Transit Program (SRTP) for the fiscal years 2018-2022 was adopted in March 2017. The SRTP serves as the implementation plan for public transit with annual updates over the next five years. The SRTP is driven by the goals and policies of the RTP. The SRTP is a capital-intensive plan. Approximately \$74.7 million in capital and \$193.1 million in operating expenditures are programmed over 5 years. Continued changes in the economy and the financial forecast may affect how some projects move forward. RIDE and ACCESS service levels are projected and implemented from this plan.

Debt Management

The Road Program received a substantial revenue boost when NV Senate Bill 201 (indexing of Local, State and Federal fuel taxes) was approved by the Legislature in June 2009. Collections began in January 2010. In an effort to stimulate the local economy, the Commission deviated from their usual pay-as-you-go philosophy and has initiated four bond sales totaling \$434.6 million. The first bond sale was completed in July 2009, the second in March 2010, the third in December 2010, and the fourth in April 2013. All bond sale funds have been expended and RTC has moved back to the pay-as-you-go method. RTC refunded the 2009, 2010B, 2010C and 2013 bonds providing an average of \$6 million in annual debt services savings. Key future projects in the road program between now and the next 10 years include: the Oddie Boulevard & Wells Avenue corridor project; the Sparks Boulevard corridor project; the Sun Valley Boulevard corridor project, Lemmon Drive corridor project; Keystone Avenue corridor project, Center Street multimodal improvements, Pyramid Highway lane widening and the expansion of the US395/I-580/I-80 interchange.

Operational Model

RTC uses privatization for implementation of the majority of its programs. RTC contracts out with engineering and construction firms for implementation of the road programs. Corridor studies are prepared by engineering and consulting firms. RTC contracts out the operation of RIDE and ACCESS through "turnkey" contracts which are common in the transportation industry. The RTC maintains a staff of 70 employees to oversee the RTC programs.

Awards and Recognition

The RTC staff, projects, and services were recognized on various occasions in FY 2020 for their commitment to quality and meeting the needs of the community:

- American Public Works Association (APWA)-Public Works Project of the Year Southeast Connector project, September 2019
- 2019 Strategic Highway Safety Plan Awards - Transportation Professional of the Year Award to Rebecca Kapuler, October 2019
- 2019 Strategic Highway Safety Plan Awards - Project of the Year Award Vision Zero partners, October 2019
- (SCATS) Safe Partner Award- Occupational Safety and Health Administration (OSHA) Safety Consultation and Training Section, November 2019

Honorable Chair and Members
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December 18, 2020

- ASCE Nevada Section - Project of the Year Award Truckee Meadows Bench project, November 2019
- Engineering News-Record Highway Bridge Category Best Projects Award- SouthEast Connector Phase 2
- Engineering News-Record Highway Bridge Category Award of Merit - 4th Street/ Prater Way Bus RAPID Transit Project
- Transportation Demand Management (TDM) -Excellence Award in small government category, November 2019
- RTC Public Transportation - Ranked 8th in the Nation for Best Public Transportation Network by WalletHub Study
- American Society of Civil Engineers Truckee Meadows Branch - Engineer of the Year Award Warren Call, P.E.

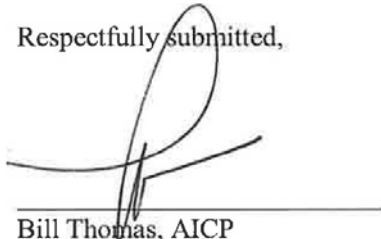
The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Regional Transportation Commission (RTC) for its comprehensive annual financial report (CAFR) for the fiscal year ended June 30, 2018. This was the 32nd consecutive year that the government has achieved this prestigious award. Due to a late submission for RTC's CAFR for fiscal year ended June 30, 2019 the Certificate of Achievement for Excellence in Financial Reporting award had not been received by the date of this letter.

In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements.

A Certificate of Achievement is valid for a period of one year only. We believe that RTC's FY 2019 CAFR and our FY 2020 CAFR continues to meet the Certificate of Achievement Program's requirements and anticipate continuing to receive certificates for both fiscal years.

The preparation of the CAFR on a timely basis could not have been accomplished without the efficient and dedicated services of the entire staff of the Finance Department and the Certified Public Accountants from Crowe LLP. We would like to express our appreciation to all who assisted and contributed to its preparation.

Respectfully submitted,



Bill Thomas, AICP
Executive Director
Regional Transportation Commission

Respectfully submitted,



Stephanie Haddock, CGFM
Director of Finance/CFO
Regional Transportation Commission

PRINCIPAL OFFICIALS

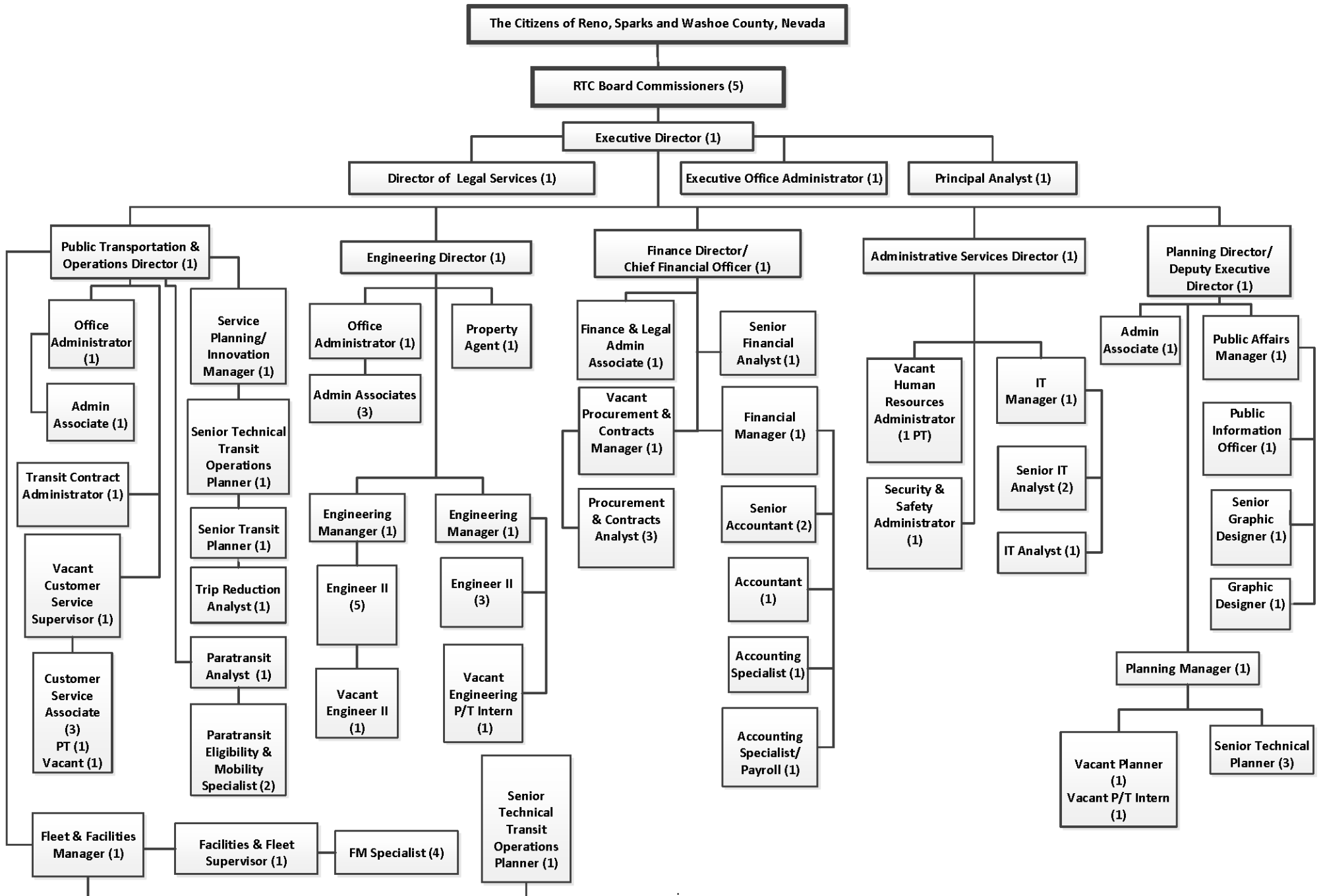
REGIONAL TRANSPORTATION COMMISSION

<u>OFFICE</u>	<u>NAME</u>	<u>TERM OF OFFICE</u>	<u>TERM EXPIRES</u>
<u>Board Members</u>			
Chair	Bob Lucey	2 years	December 31, 2021
Vice-Chair	Neoma Jardon	2 years	December 31, 2021
Board Member	Oscar Delgado	2 years	December 31, 2020
Board Member	Vaughn Hartung	2 years	December 31, 2020
Board Member	Ron Smith	2 years	December 31, 2020
<u>RTC Staff</u>			
Executive Director *	Willam A. Thomas, AICP		Appointed
Director of Legal Services	Adam Spear, Esq.		Appointed
Administrative Services Director	Angela Reich, SPHR		Appointed
Chief Financial Officer	Stephanie Haddock, CGFM		Appointed
Engineering Director	Brian Stewart, P. E.		Appointed
Deputy Executive Director	Amy M. Cummings, AICP		Appointed
Public Transportation Director	Mark Maloney		Appointed
Legal Counsel	Dale Ferguson, Esq.		Appointed
<u>Contracts</u>			
General Manager	Abul Hassan, Keolis Transit Services LLC		Contracted
General Manager	Geo Jackson, MTM Transit LLC		Contracted
Independent Auditor	Crowe LLP		Contracted

*The Executive Director is appointed by the Regional Transportation Commission. All other staff members are appointed by the Executive Director.

Regional Transportation Commission of Reno, Sparks and Washoe County, Nevada

Fiscal Year 2020 Organization Chart





Government Finance Officers Association

Certificate of
Achievement
for Excellence
in Financial
Reporting

Presented to

**Regional Transportation Commission
of Washoe County, Nevada**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

June 30, 2018

Christopher P. Morill

Executive Director/CEO



FINANCIAL SECTION

INDEPENDENT AUDITOR'S REPORT

To the Commissioners
Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Regional Transportation Commission, Reno, Sparks and Washoe County, Nevada (RTC), as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise the RTC's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the RTC, as of June 30, 2020, and the respective changes in financial position and, where applicable, cash flows thereof and the respective budgetary comparison for the General Fund, Regional Road Impact Fee Fund, and Paratransit Services Fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Schedules of Changes in the Total OPEB Liability and Related Ratios, the Schedule of Proportionate Share of the Net Pension Liability, and the Schedule of RTC Contributions as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the RTC's basic financial statements. The Introductory Section, Individual Fund Statements and Schedules, Budget and Actual schedule for the Metropolitan Planning Organization Fund, Capital Assets Used in Operation of Governmental Funds, Other Supplementary Information, the Schedule of Expenditures of Federal Awards as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, and the Statistical Section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The Individual Fund Statements and Schedules, Budget and Actual Schedule for the Metropolitan Planning Organization Fund, Capital Assets Used in the Operation of Governmental Funds, and the Schedule of Expenditures of Federal Awards are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the Individual Fund Statements and Schedules, Capital Assets Used in the Operation of Governmental Funds, the Budget and Actual schedule for the Metropolitan Planning Organization Fund, and the Schedule of Expenditures of Federal Awards are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The Introductory Section, Other Supplementary Information, and Statistical Section have not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on them.

Prior Year Comparative Information

We have previously audited the RTC's fiscal year 2019 financial statements, and we expressed unmodified audit opinions on the respective financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information in our report dated November 26, 2019. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2019, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 20, 2020, on our consideration of RTC's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the RTC's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering RTC's internal control over financial reporting and compliance.

Crowe LLP
Crowe LLP

Sacramento, California
November 20, 2020

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2020

As management of the Regional Transportation Commission (RTC), we are presenting this narrative overview and analysis of the functional activities of the RTC for the fiscal year ended June 30, 2020. Readers are encouraged to consider the information presented here in conjunction with additional information furnished in the letter of transmittal, which can be found in the introductory section of this report.

FINANCIAL HIGHLIGHTS

- The RTC's cash and investments exceeded its liabilities due within one year by \$116.9 million at the close of the most recent fiscal year. The RTC's cash ratio is 3.8, meaning the RTC has 3.8 times the cash and investments available to meet current obligations. Last year's ratio was 4.3. The decrease is primarily due to increases in accounts payable balances at year end.
- The RTC's total net position decreased by \$30.8 million. Net position of the governmental activities decreased by \$23 million due to revenue bond financing of infrastructure assets that are not included in RTC's capital assets (Note O). Net position of the business-type activities increased by \$7.6 mainly due to increases in capital assets and increases in cash balances at year end.
- At the close of the current fiscal year, the RTC's governmental funds reported combined ending fund balances of \$141 million, an increase of \$4 million in comparison with the prior year. Most of the increase is due to cash reserved for future road construction expenses.
- RTC's outstanding bond debt decreased from \$346.6 million to \$319.4 million, as a result of \$6.6 million in principal payments on existing debt and current debt refunding. RTC issued Series 2019 Bonds for total proceeds of \$56,235,000 with a premium of \$12,271,624 in the current fiscal year. Additional information on the RTC's outstanding bond debt and debt refunding can be found in Note I to the Financial Statements.
- The RTC's total revenue increased 9.9% or \$16.8 million in comparison with the prior year. The increase is due to increases in operating grants and contributions. The RTC's primary revenue sources are Motor Vehicle Fuel tax and Public Transportation (Sales) tax. These two revenue sources comprise 45.8% and 18% of the RTC's revenues, respectively. Motor Vehicle Fuel tax revenue decreased \$1.3 million or 1.5% due to decreased fuel gallons sold due to impacts from the COVID-19 pandemic. State legislation authorizing additional indexing of taxes on motor vehicle fuel and special fuel based on a ten year rolling average of the Producer Price Index (PPI) was not enough to offset the decreases in gallons sold this fiscal year. The inflationary increases have been in effect since January 1, 2010. Public Transportation tax increased \$1.6 million or 5% due to increased taxable retail sales for the County.
- The RTC's total program revenues increased 33.5% or \$15 million in comparison with the prior year. The increase is mostly due to increases in capital and operating grant revenues.
- Total expenses were \$156 million, an increase of 37.9% over the prior year primarily due to increases in road construction expenses in the general fund. Governmental activities made up 74.0% of the total expenses, a increase of 8.8% over the prior year. Business-type activities made up 26.0% of the total expenses, a decrease of 8.8% over the prior year due to decreases in governmental activities. Operating expenses for public transportation services were up 3.2% for the fiscal year primarily due to the increase in purchased transportation services expense.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the RTC's basic financial statements. The RTC's basic financial statements are comprised of three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the RTC's finances, in a manner similar to a private-sector business.

The Statement of Net Position presents information on all of the RTC's assets, liabilities, and deferred inflows/outflows of resources, with the difference reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the RTC is improving or deteriorating.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED

June 30, 2020

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Government-wide Financial Statements (continued)

The Statement of Activities presents information showing how the RTC's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the RTC that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the RTC include general government activities, streets and highways projects, transportation services, and metropolitan planning. The business-type activity of the RTC includes public transportation.

The government-wide financial statements can be found on pages 19-20 of this report.

Fund Financial Statements

A fund is a grouping of related accounts that are used to maintain control over resources that have been segregated for specific activities or objectives. The RTC, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the RTC can be divided into two categories: governmental funds and a proprietary fund.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the RTC's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The RTC maintains five individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Debt Service Fund, the Regional Road Impact Fee Fund, and the Paratransit Services Fund, all of which are considered to be major funds and for the Metropolitan Planning Organization Fund which is considered to be a nonmajor fund.

Additional data for all of the governmental funds is provided in the supplementary information section of this report.

The RTC adopts an annual appropriated budget for all funds. Budgetary comparison statements and schedules have been provided to demonstrate compliance with these budgets.

Proprietary Fund

The RTC maintains one proprietary fund. This proprietary fund, an enterprise fund, is used to report the same functions presented as business-type activities in the government-wide financial statements. The RTC uses this fund to account for public transportation.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 34-64 of this report.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED

June 30, 2020

OVERVIEW OF THE FINANCIAL STATEMENTS (CONTINUED)

Other Information

Required supplementary information concerning the RTC's progress in funding its obligation to provide pension benefits and OPEB to its employees and retirees can be found on pages 66-67.

Other supplementary information, including individual fund statements and schedules providing budget to actual comparisons and schedules of capital assets used in the operations of governmental funds, are presented after the basic financial statements.

The Statistical Section provides detailed multi-year information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the RTC's overall financial health.

GOVERNMENT-WIDE OVERALL FINANCIAL ANALYSIS

RTC'S NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
<u>Assets:</u>						
Current and other assets	\$ 162,662,489	\$ 151,875,610	\$ 30,123,156	\$ 24,716,525	\$ 192,785,645	\$ 176,592,135
Capital assets	8,596,308	6,822,444	97,755,097	94,683,525	106,351,405	101,505,969
Total assets	171,258,797	158,698,054	127,878,253	119,400,050	299,137,050	278,098,104
<u>Deferred Outflows of Resources:</u>						
Deferred outflows related to pension	1,646,942	1,696,778	790,444	999,516	2,437,386	2,696,294
Deferred outflows related to OPEB	918,565	647,717	440,863	381,549	1,359,428	1,029,266
Deferred outflows related to debt refunding	2,833,965	-	-	-	2,833,965	-
Total deferred outflows of resources	5,399,472	2,344,495	1,231,307	1,381,065	6,630,779	3,725,560
<u>Liabilities:</u>						
Noncurrent liabilities	371,445,092	385,938,976	9,025,977	9,034,473	380,471,069	394,973,449
Other liabilities	28,256,057	21,215,747	3,999,587	3,128,586	32,255,644	24,344,333
Total liabilities	399,701,149	407,154,723	13,025,564	12,163,059	412,726,713	419,317,782
<u>Deferred Inflows of Resources:</u>						
Deferred inflows related to pension	897,266	686,892	430,639	404,625	1,327,905	1,091,517
Deferred inflows related to OPEB	864,985	1,013,527	415,147	597,035	1,280,132	1,610,562
Deferred inflows related to debt refunding	2,992,280	3,124,746	-	-	2,992,280	3,124,746
Total deferred inflows of resources	4,754,531	4,825,165	845,786	1,001,660	5,600,317	5,826,825
<u>Net position:</u>						
Net investment in capital assets	8,596,308	6,822,444	97,668,926	94,094,235	106,265,234	100,916,679
Restricted	136,112,697	133,570,608	-	-	136,112,697	133,570,608
Unrestricted	(372,506,416)	(391,330,391)	17,569,284	13,522,161	(354,937,132)	(377,808,230)
Total net position	<u>\$ (227,797,411)</u>	<u>\$ (250,937,339)</u>	<u>\$ 115,238,210</u>	<u>\$ 107,616,396</u>	<u>\$ (112,559,201)</u>	<u>\$ (143,320,943)</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED

June 30, 2020

GOVERNMENT-WIDE FINANCIAL ANALYSIS (CONTINUED)

Net Position

As noted earlier, net position may serve over time as a useful indicator of the RTC's financial position. In the case of the RTC, total liabilities exceeded total assets by \$112,559,201 at the close of the current fiscal year. RTC's negative net position results from revenue bond financing of infrastructure assets that are not included in RTC's capital assets (Note O).

A significant portion of RTC's net position represents resources that are subject to external restrictions (e.g. statutes, bond covenants, and grants) on how they may be used. Restricted net position increased \$2,542,089 from the prior year due to cash received from federal grants.

Unrestricted net position may be used to meet the government's ongoing obligations to its citizens and creditors. RTC's negative unrestricted net position decreased \$22,871,098 from the prior year due to decreases in long-term liabilities from debt refundings.

Another significant portion of RTC's total net position is its net investment in capital assets, (e.g. land, buildings, machinery, and equipment) less any related outstanding debt used to acquire those assets. RTC's net investment in capital assets increased by a net amount \$5,348,555 over the prior year due to the addition of construction in progress of Bus RAPID Transit Stations and addition of paratransit vans, less depreciation expense.

The RTC did not use debt to acquire capital assets in this fiscal year. The RTC uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. If the RTC uses debt to purchase capital assets in future fiscal years, it should be noted that the resources needed to repay any long-term obligations must be provided from other sources, since the capital assets themselves cannot be used to liquidate these types of liabilities.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED

June 30, 2020

RTC's CHANGES IN NET POSITION

	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
Revenues:						
Program revenues						
Charges for services	\$ 8,930,193	\$ 13,700,467	\$ 4,618,470	\$ 5,726,408	\$ 13,548,663	\$ 19,426,875
Operating grants and contributions	27,422,267	9,225,725	9,949,185	4,320,161	37,371,452	13,545,886
Capital grants and contributions	2,248,687	210,063	8,398,433	12,935,472	10,647,120	13,145,535
Total program revenues	38,601,147	23,136,255	22,966,088	22,982,041	61,567,235	46,118,296
General revenues:						
Motor vehicle fuel taxes	85,470,620	86,738,311	-	-	85,470,620	86,738,311
Public transportation taxes	8,769,484	11,650,266	24,750,890	20,274,451	33,520,374	31,924,717
Investment earnings	4,303,566	3,266,293	607,728	544,930	4,911,294	3,811,223
Gain on sale of assets	252,126	19,360	-	18,240	252,126	37,600
Other miscellaneous	692,116	989,854	98,180	133,549	790,296	1,123,403
Total general revenues	99,487,912	102,664,084	25,456,798	20,971,170	124,944,710	123,635,254
Total revenues	138,089,059	125,800,339	48,422,886	43,953,211	186,511,945	169,753,550
Expenses:						
Streets and highways	85,664,034	39,636,731	-	-	85,664,034	39,636,731
Transportation services	10,258,113	9,949,107	-	-	10,258,113	9,949,107
Regional road impact fees	3,545,325	2,726,991	-	-	3,545,325	2,726,991
Metropolitan planning	2,794,325	2,653,323	-	-	2,794,325	2,653,323
Public transportation	-	-	40,541,072	39,281,797	40,541,072	39,281,797
Debt service	12,947,334	18,684,802	-	-	12,947,334	18,684,802
Total expenses	115,209,131	73,650,954	40,541,072	39,281,797	155,750,203	112,932,751
Change in net position before transfers	22,879,928	52,149,385	7,881,814	4,671,414	30,761,742	56,820,799
Transfers	11,479,329	210,000	(260,000)	(210,000)	11,219,329	-
Change in net position	34,359,257	52,359,385	7,621,814	4,461,414	41,981,071	56,820,799
Net position - July 1	(250,937,339)	(303,296,724)	107,616,396	103,154,982	(143,320,943)	(200,141,742)
Net position - June 30	\$ (216,578,082)	\$ (250,937,339)	\$ 115,238,210	\$ 107,616,396	\$ (101,339,872)	\$ (143,320,943)

Change in Net Position

The RTC's overall net position increased \$30,761,742 from the prior year primarily due to revenues from operating and capital grants. Program revenues are directly related to service activities of a function. Program revenues increased from the prior year and included charges for services which decreased 36% due to decreases in project reimbursements; operating grants and contributions increased 176% mostly due to timing of reimbursements from federal grants and CARES Act stimulus finding for public transportation. General revenues increased \$1,309,456 or 1.1% from the prior year mostly due to a 5% increase in public transportation tax. General revenues represent 67% of total revenues. Total expenses increased by \$42,817,452 or 37.9% from the prior year mostly from streets and highways expenses.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED

June 30, 2020

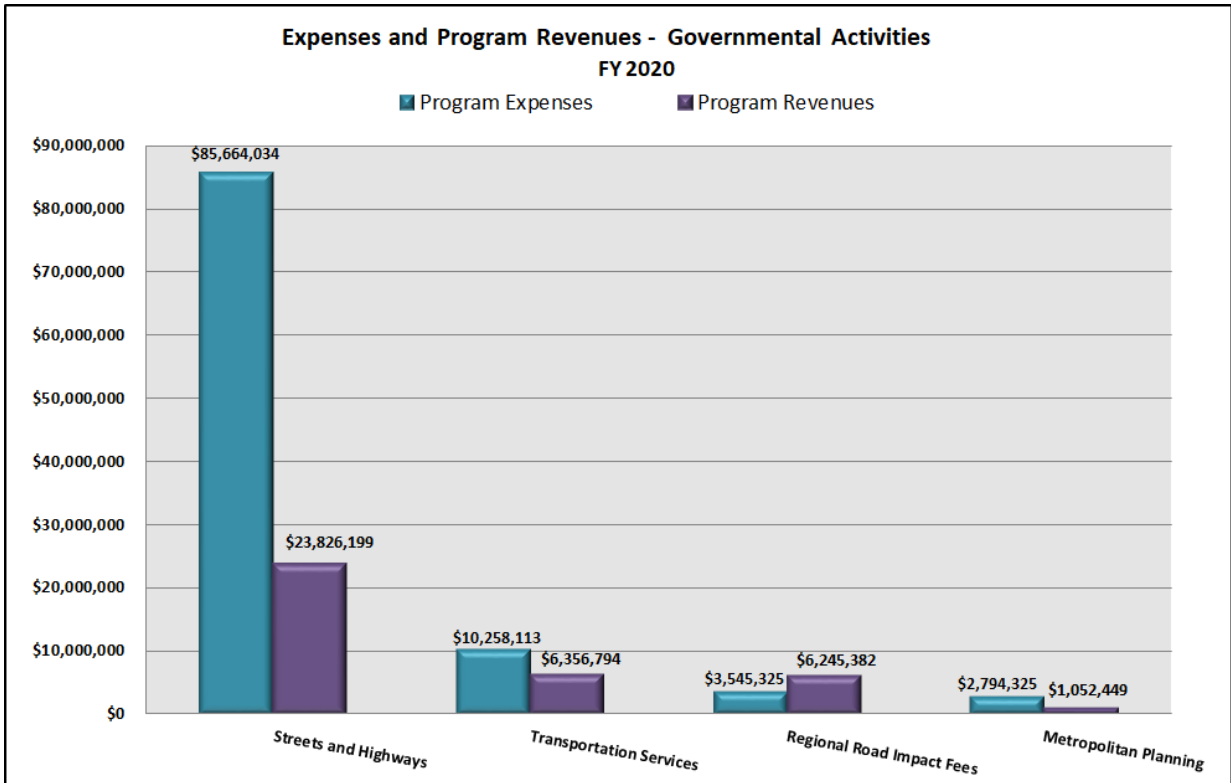
GOVERNMENT-WIDE FINANCIAL ANALYSIS (CONTINUED)

Governmental Activities

Governmental activities include programs for streets and highways, transportation services, and metropolitan planning. Governmental activities increased the RTC's net position by \$23,139,928. The key element of this increase is:

- Operating grants and contributions revenue increased from the prior year by \$18,196,542 or 197.2% due to federal funding of RTC's Virginia Street bus rapid transit extension project due to be completed in FY 2021.

The following chart depicts the expenses and program revenues for governmental activities:



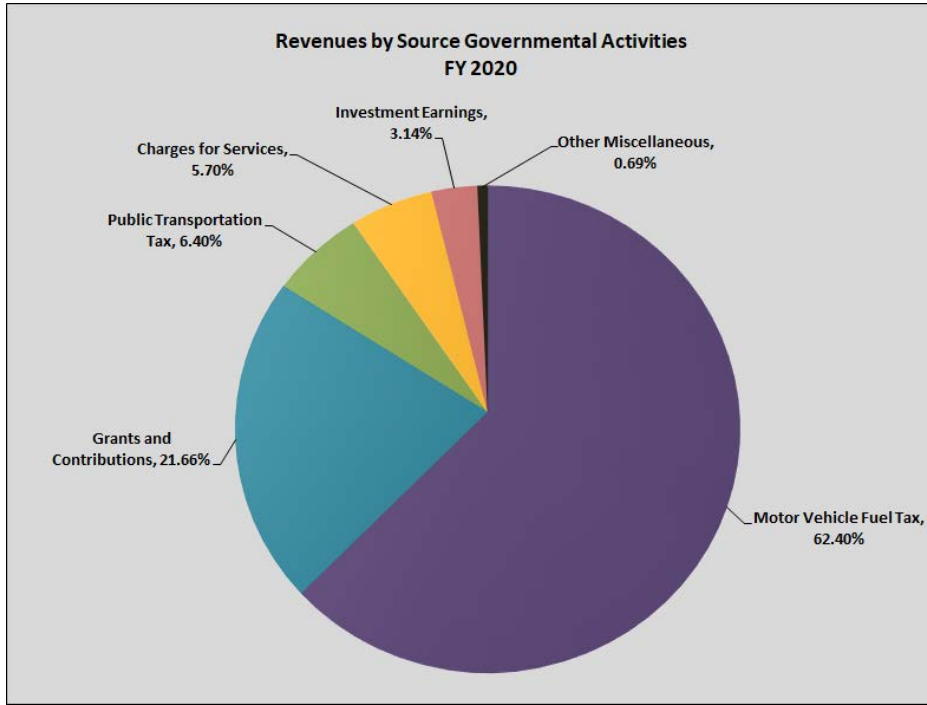
Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada

MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED

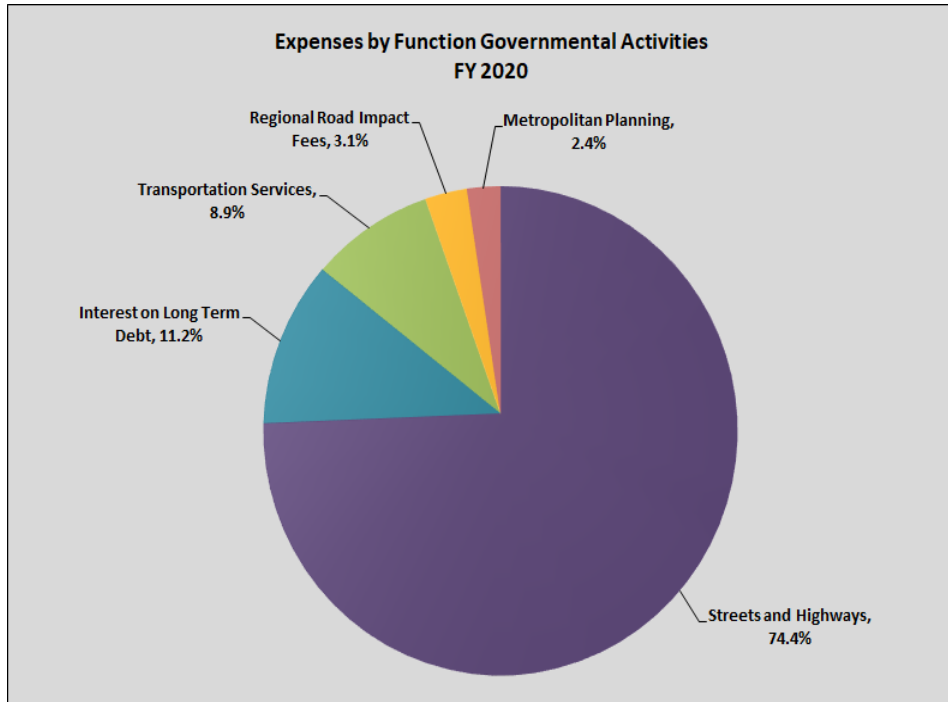
June 30, 2020

GOVERNMENT-WIDE FINANCIAL ANALYSIS (CONTINUED)

The following chart depicts the governmental activities revenues by source for the current fiscal year:



The following chart depicts the governmental activities expenses by function for the current fiscal year:



**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT’S DISCUSSION AND ANALYSIS

June 30, 2020

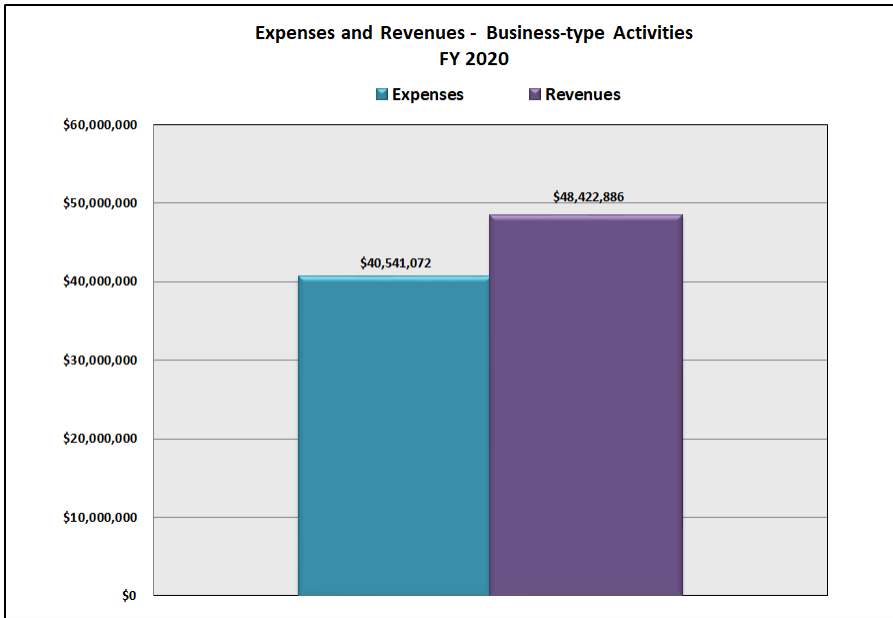
GOVERNMENT-WIDE FINANCIAL ANALYSIS (CONTINUED)

Business-type Activities

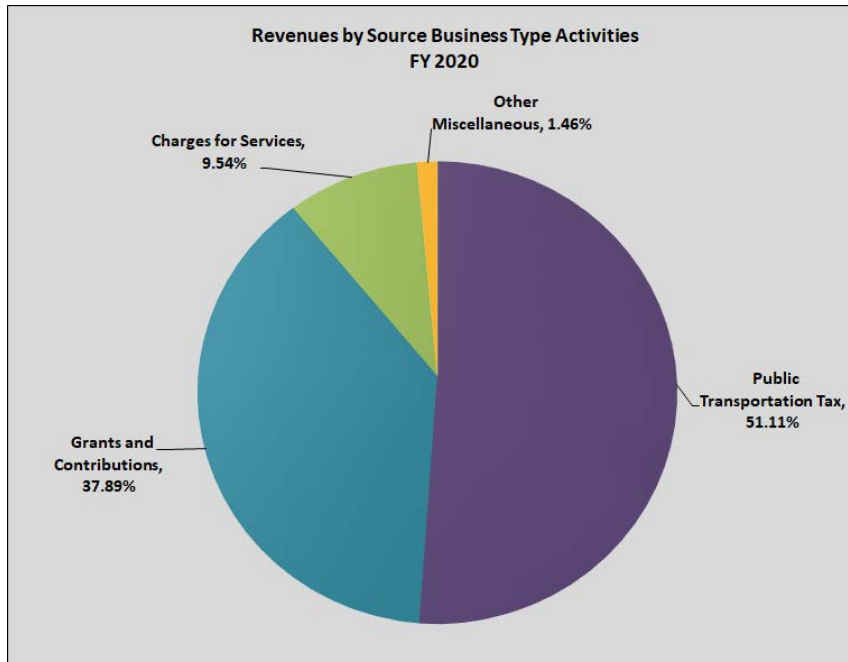
Under this section there is only one program, Public Transportation. Business-type activities increased the RTC’s net position by \$7,621,814. The key element of this increase is:

- Operating grants and contributions increased by \$5,629,024 or 130.3% due to federal CARES Act stimulus funding.

The following chart depicts the expenses and revenues for business-type activities:



The following chart depicts the business-type activities revenues for current fiscal year:



**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2020

FINANCIAL ANALYSIS OF THE RTC'S FUNDS

As noted earlier, the RTC uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the RTC's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the RTC's financing requirements. In particular, unrestricted fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the RTC's governmental funds reported combined ending fund balances of \$140,945,721 an increase of \$4,083,458 in comparison with the prior year primarily due to increases in cash. Most of RTC's governmental fund balances are externally restricted and limited in their use.

General Fund

The General Fund is the primary operating fund of the RTC. It accounts for all financial resources of the RTC, except for those required to be accounted for in another fund. Regional streets and highways expenditures for road projects are accounted for in this fund instead of a separate fund in order to reduce undue complexity in budgeting, accounting and other phases of financial management. At the end of the current fiscal year, the nonspendable fund balance of the general fund was \$245,763 for prepaid expenses and deposits. Restricted fund balance was \$94,433,262 for federal grants match and road construction projects. There is no unassigned fund balance in the General Fund.

The fund balance of the RTC's General Fund increased \$6,909,300 or 7.9% during the current fiscal year mostly due to increases in cash used for road construction project expenditures.

Debt Service Fund

The Debt Service Fund is a governmental fund used to account for RTC's debt service requirements. The existing debt in this fund is backed by Motor Vehicle Fuel tax revenues and 1/8th percent of Public Transportation (Sales) tax. The ending fund balance at June 30, 2020, is \$22,297,042 and is restricted for future principal and interest payments on revenue bonds.

Regional Road Impact Fee Fund

The Regional Road Impact Fee Fund is a special revenue fund for road projects funded with impact fees. The fees consist of two components, cash impact fees and impact fee waivers. Waivers are given to developers for the construction of major arterial roads during development. Waivers are booked as a revenue and expenditure with a net zero effect on the financial statements, therefore, they are not included in analysis of fund balance. Ending fund balance at June 30, 2020, is \$18,350,504 of which \$192,975 is nonspendable for prepaid expenses and \$18,157,529 is restricted for road construction projects. The Regional Road Impact Fee fund balance increased \$5,023,952 or 38% for the current fiscal year mostly due to increases in cash impact fee revenue.

Paratransit Services Fund

The Paratransit Services Fund is a special revenue fund, which consists of the paratransit service RTC ACCESS for people with disabilities. The Paratransit Services Fund also records all transactions for the Washoe Senior Ride Program, a taxi subsidy for elderly residents of Washoe County and FlexRIDE a microtransit service. The ending fund balance at June 30, 2020, is \$4,575,615, of which \$954,154 is restricted for federal grants match and \$3,621,461 is assigned for future expenditures. Unassigned fund balance is a zero.

The Paratransit Services fund balance increased \$1,510,360 or 49% for the current fiscal year mostly due to \$3,080,827 increase in federally funded paratransit capital expenditures over the prior year.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED

June 30, 2020

FINANCIAL ANALYSIS OF THE RTC'S FUNDS (CONTINUED)

Paratransit Services Fund (continued)

RTC ACCESS service levels were lower for the current fiscal year and demand for paratransit services decreased due to COVID-19 pandemic. The operating statistics for RTC ACCESS are:

- RTC ACCESS carried a total of 177,878 passengers in FY 2020 compared with 226,913 in FY 2019; and
- RTC ACCESS operated 91,350 revenue vehicle hours in FY 2020 compared with 104,718 hours in FY 2019; and
- RTC ACCESS traveled 1,368,087 revenue vehicle miles in FY 2020 compared to 1,697,800 miles in FY 2019.

Metropolitan Planning Organization Fund

The Metropolitan Planning Organization Fund is a special revenue fund. The RTC serves as the Metropolitan Planning Organization (MPO) for Washoe County. The MPO is funded by transfers of public transportation (sales) tax revenues, fuel tax revenues and federal transportation planning grants. The Metropolitan Planning Organization ending fund balance at June 30, 2020, is \$1,043,535, of which \$12,095 is nonspendable for prepaid expenses, \$318,785 is restricted for federal grants match and \$712,655 is assigned for future expenditures.

The total fund balance increased \$161,147 or 18% for the current fiscal year mostly due to \$76,693 in increased federal highway revenues for the Unified Planning Work Program (UPWP).

Proprietary Fund

The RTC's proprietary fund provides the same type of information found in the government-wide financial statements but this fund's statements provide more detail.

Proprietary Operations

The proprietary fund consists of an enterprise fund for the RTC RIDE transit system. The RTC RIDE transit system has been in operation since September, 1978.

RTC RIDE ridership decreased 5% over the prior fiscal year due to COVID-19 pandemic. RTC increased revenue service hours and revenue miles as a measure to provide for social distancing. The operating statistics for RTC RIDE are:

- RTC RIDE carried a total of 6,835,263 passengers in FY 2020 compared to 7,197,386 passengers in FY 2019; and
- RTC RIDE operated 308,593 revenue service hours in FY 2020 compared to 256,324 revenue service hours in FY 2019; and
- RTC RIDE traveled 3,403,183 revenue miles in FY 2020 compared to 2,837,770 revenue miles in FY 2019.

RTC RIDE currently operates 26 total routes, including RTC SIERRA SPIRIT, RTC RAPID and RTC INTERCITY most of which operate seven days a week with three routes operating 24 hours per day.

Revenues

The revenue sources for the RTC RIDE transit system are a 5/16 percent public transportation tax revenue, passenger revenues, investment income, advertising revenue, and Federal and State capital and operating grants.

In November 1982, voters of Washoe County approved a 1/4 percent sales tax increase for the purpose of public transportation and related support services. This tax is to be used for the operation of the RTC RIDE transit system, transportation planning, paratransit services, and other transportation services. This revenue source cannot be used for the construction of street and highway projects.

Effective July 1, 2003, an additional 1/8 percent sales tax was implemented. This revenue source can be used for public transportation or the construction of street and highway projects as directed by RTC management.

In total Public Transportation tax revenue was \$33,520,374 in FY 2020 compared to \$31,924,717 in FY 2019, an increase of \$1,595,657 or 5.0%.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED

June 30, 2020

FINANCIAL ANALYSIS OF THE RTC'S FUNDS (CONTINUED)

RTC RIDE passenger revenues were \$3,972,632 in FY 2020 compared to \$5,108,047 in FY 2019, a decrease of \$1,135,415 or 22.2% due to decreases in ridership due to COVID-19 pandemic.

Federal funding amounts, received from the Federal Transit Administration (FTA), are based on nationwide formula allocations included in the Surface Transportation Act and discretionary grants. The RTC has built or renovated five major facilities and currently has a total fleet of 77 coaches. The FTA has participated in most of the transit and paratransit capital acquisitions.

Expenses

RTC RIDE operating expenses, including depreciation, in FY 2020 were \$40,541,072 compared to \$39,281,797 in FY 2019, an increase of \$1,259,275 or 3.2%; due to an increase in purchased transportation services expense.

GENERAL FUND BUDGETARY HIGHLIGHTS

Total revenues were under budget by \$1,857,235 primarily due to decreased fuel tax revenue due to decreased gallons resulting from the COVID-19 pandemic. Total expenditures were \$11,923,221 under budget due to the timing of planned road construction projects.

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

The RTC's investment in capital assets for its governmental and business-type activities as of June 30, 2020 amounted to \$106,351,405 (net of accumulated depreciation). The RTC's net investment in capital assets for the current fiscal year increased \$4,845,436 or 4.8% due to the addition of construction in progress of bus RAPID transit stations and paratransit vans.

Capital spending decisions are based upon:

- Needs defined in the Regional Transportation Plan, and
- The availability of FTA funding and local funding

Major capital assets events during the current fiscal year included the following:

- Thirteen paratransit vehicles \$924,892.
- Sutro facility solar array replacement \$547,511.
- Villanova facility HVAC upgrades \$453,768.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2020

CAPITAL ASSET AND DEBT ADMINISTRATION (CONTINUED)

Capital Assets (continued)

RTC's CAPITAL ASSETS (Net of Depreciation) (Expressed in Thousands)						
	Governmental Activities		Business-Type Activities		Total	
	2020	2019	2020	2019	2020	2019
Land	\$ 2,282	\$ 2,282	\$ 16,682	\$ 16,682	\$ 18,964	\$ 18,964
Water Rights	1,300	1,300	-	-	1,300	1,300
Construction in progress	2,133	267	13,770	3,569	15,903	3,836
Total capital assets not being depreciated	5,715	3,849	30,452	20,251	36,167	24,100
Coaches/vehicles	6,420	5,495	47,660	47,660	54,080	53,155
Buildings and leasehold improvements	6,742	7,176	65,946	65,905	72,688	73,081
Miscellaneous equipment	2,337	4,224	7,100	6,566	9,437	10,790
ITS	-	-	-	3,057	-	3,057
Computer equipment	-	-	1,749	1,761	1,749	1,761
Office furniture	-	-	128	133	128	133
Passenger shelters	-	-	11,594	11,594	11,594	11,594
Communications equipment	-	-	2,011	2,048	2,011	2,048
Revenue collection equipment	-	-	1,568	1,574	1,568	1,574
	15,499	16,895	137,756	140,298	153,255	157,193
Accumulated depreciation	(12,617)	(13,923)	(70,452)	(65,865)	(83,069)	(79,788)
Total capital assets being depreciated (net)	2,882	2,972	67,304	74,433	70,186	77,405
Capital assets (net)	\$ 8,597	\$ 6,821	\$ 97,756	\$ 94,684	\$ 106,353	\$ 101,505

Additional information on the RTC's capital assets can be found in Note E in the Notes to the Financial Statements and the Supplementary Information section.

Long-term Debt

At the end of the fiscal year, RTC had total bonded debt outstanding of \$319,400,000. The proceeds from all bond issues are used for financing the construction of street and highway projects. RTC's current fiscal year outstanding debt decreased \$27.2 million as a result of debt principal payments on debt and a debt refunding.

Additional information of the RTC's long-term debt including a roll-forward of debt, debt issues outstanding and future debt service requirements can be found in Notes I and J in the Notes to the Financial Statements.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

MANAGEMENT'S DISCUSSION AND ANALYSIS - CONTINUED

June 30, 2020

ECONOMIC FACTORS

- Prior to COVID-19 economic shutdown, Nevada economy experienced steady growth in retail sales, jobs, and the housing market.
- Nevada overall unemployment rate of 15.0% is higher than the national average of 7.4% for June 2020 due to impacts of COVID-19.
- Reno-Sparks metropolitan area unemployment rate was at 8.6% in June 2020.
- Nevada experienced overall job decrease of 10.5% with the largest employment decline in leisure and hospitality industry. However, as of June 2020, Nevada added back 98,900 or 8.5% of jobs with partial reopening of business in May and June.
- Washoe County experienced overall job decrease of 7.7% with the largest employment decline in leisure and hospitality and food service and drinking places.
- Consumer Price Index (CPI) was 1.2% for the western region for June 2020.
- Washoe County's average personal income growth increased 8.9% as of June 2020.
- Nevada's statewide taxable sales decreased 6% for FY 2020. Reno-Sparks taxable sales increased 4.8% for FY 2020 due to economic diversification in the County.
- Median home sale prices in Washoe County increased 1.8% in June of 2020 as compared to June of 2019 and new residential permits were up 7.9%.
- Washoe County fuel consumption was down 5% for FY 2020 and Nevada's statewide fuel consumption was down 7.4% for FY 2020 due to COVID-19 pandemic. The fiscal year fuel consumption increases are attributed to average lower fuel prices.

All of these factors were considered in preparing the RTC's budget for fiscal year 2021.

REQUEST FOR INFORMATION

This financial report is designed to provide a general overview of the RTC's finances for all those with an interest in the RTC's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Chief Financial Officer, Regional Transportation Commission, 1105 Terminal Way, Suite 300, Reno, NV 89502.



BASIC FINANCIAL STATEMENTS

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

STATEMENT OF NET POSITION

June 30, 2020

	Primary Government		
	Governmental Activities	Business-type Activities	Total
Assets			
Cash and investments in custody of County Treasurer	\$ 94,303,620	\$ 19,179,727	\$ 113,483,347
Cash in bank and on hand	20,575,783	1,938,386	22,514,169
Restricted cash and investments	22,222,481	-	22,222,481
Accounts receivable	820,728	107,856	928,584
Due from federal government	4,339,764	3,703,345	8,043,109
Due from State of Nevada	15,065,505	5,888,933	20,954,438
Interest receivable	1,284,182	43,287	1,327,469
Impact fees receivable	2,417,150	-	2,417,150
Internal balances	1,182,443	(1,182,443)	-
Inventory	-	80,566	80,566
Prepaid expenses, deposits and other assets	450,833	363,499	814,332
Capital Assets:			
Land and construction in progress	4,414,624	30,452,013	34,866,637
Water Rights	1,300,000	-	1,300,000
Property, buildings and equipment, net of accumulated depreciation	2,881,684	67,303,084	70,184,768
Total assets	<u>171,258,797</u>	<u>127,878,253</u>	<u>299,137,050</u>
Deferred Outflows of Resources			
Deferred outflows related to pension	1,646,942	790,444	2,437,386
Deferred outflows related to OPEB	918,565	440,863	1,359,428
Deferred outflows related to debt refunding	2,833,965	-	2,833,965
Total deferred outflows of resources	<u>5,399,472</u>	<u>1,231,307</u>	<u>6,630,779</u>
Liabilities			
Accounts payable	14,933,579	3,842,514	18,776,093
Retentions payable	5,629,348	86,171	5,715,519
Accrued liabilities	201,172	64,702	265,874
Unearned revenue	-	6,200	6,200
Interest payable	7,491,958	-	7,491,958
Noncurrent liabilities:			
Due within one year	9,084,414	-	9,084,414
Due in more than one year	344,287,057	-	344,287,057
Net pension liability	7,906,811	3,794,848	11,701,659
Total OPEB liability	10,166,810	5,231,129	15,397,939
Total liabilities	<u>399,701,149</u>	<u>13,025,564</u>	<u>412,726,713</u>
Deferred Inflows of Resources			
Deferred inflows related to pension	897,266	430,639	1,327,905
Deferred inflows related to OPEB	864,985	415,147	1,280,132
Deferred inflows related to debt refunding	2,992,280	-	2,992,280
Total deferred inflows of resources	<u>4,754,531</u>	<u>845,786</u>	<u>5,600,317</u>
Net Position			
Net investment in capital assets	8,596,308	97,668,926	106,265,234
Restricted for:			
Street and highway construction	106,266,156	-	106,266,156
Federal grants match	7,597,574	-	7,597,574
Debt service	22,248,967	-	22,248,967
Total restricted net position	136,112,697	-	136,112,697
Unrestricted	(372,506,416)	17,569,284	(354,937,132)
Total net position	<u>\$ (227,797,411)</u>	<u>\$ 115,238,210</u>	<u>\$ (112,559,201)</u>

The accompanying notes are an integral part of this statement.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

STATEMENT OF ACTIVITIES

Year ended June 30, 2020

FUNCTIONS/PROGRAMS	Program Revenues				Net (Expense) Revenue and Changes in Net Position		
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities	Business-type Activities	Total
Primary government							
Governmental activities:							
Streets and highways	\$ 85,664,034	\$ 1,197,946	\$ 22,628,253	\$ -	\$ (61,837,835)	\$ -	\$ (61,837,835)
Transportation services	10,258,113	366,542	3,741,565	2,248,687	(3,901,319)	-	(3,901,319)
Regional road impact fees	3,545,325	7,365,705	-	-	3,820,380	-	3,820,380
Metropolitan planning	2,794,325	-	1,052,449	-	(1,741,876)	-	(1,741,876)
Interest on long-term debt	12,947,334	-	-	-	(12,947,334)	-	(12,947,334)
Total governmental activities	115,209,131	8,930,193	27,422,267	2,248,687	(76,607,984)	-	(76,607,984)
Business-type activities:							
Public Transportation	40,541,072	4,618,470	9,949,185	8,398,433	-	(17,574,984)	(17,574,984)
Total primary government	<u>\$ 155,750,203</u>	<u>\$ 13,548,663</u>	<u>\$ 37,371,452</u>	<u>\$ 10,647,120</u>	<u>(76,607,984)</u>	<u>(17,574,984)</u>	<u>(94,182,968)</u>
General revenues:							
Motor vehicle fuel tax					85,470,620	-	85,470,620
Public transportation tax					8,769,484	24,750,890	33,520,374
Investment earnings					4,303,566	607,728	4,911,294
Gain on sale of capital assets					252,126	-	252,126
Miscellaneous					692,116	98,180	790,296
Transfers					11,479,329	(260,000)	11,219,329
Payment to refunded bond escrow agent					(11,219,329)	-	(11,219,329)
Total general revenues and transfers					<u>99,747,912</u>	<u>25,196,798</u>	<u>124,944,710</u>
Change in net position					<u>23,139,928</u>	<u>7,621,814</u>	<u>30,761,742</u>
Net position - beginning of year					<u>(250,937,339)</u>	<u>107,616,396</u>	<u>(143,320,943)</u>
Net position - ending					<u>\$ (227,797,411)</u>	<u>\$ 115,238,210</u>	<u>\$ (112,559,201)</u>

The accompanying notes are an integral part of this statement.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**BALANCE SHEET
GOVERNMENTAL FUNDS**

June 30, 2020

	Major Funds	
	General Fund	Debt Service Fund
Assets		
Cash and investments in custody of County Treasurer	\$ 77,380,118	\$ 35,176
Cash in bank and on hand	16,292,549	12,899
Restricted cash and investments	-	22,222,481
Accounts receivable	812,970	-
Due from federal government	3,203,030	-
Due from other government	13,192,840	-
Interest receivable	272,147	32,898
Impact fees receivable	-	-
Prepays and other assets	243,578	-
Due from other funds	2,428,025	-
Deposits	2,185	-
Total assets	\$ 113,827,442	\$ 22,303,454
Liabilities		
Accounts payable	\$ 13,163,036	\$ 6,412
Retentions payable	5,562,753	-
Accrued liabilities	201,172	-
Due to other funds	190,856	-
Total liabilities	19,117,817	6,412
Deferred Inflows of Resources		
Unavailable revenue - other reimbursements	30,600	-
Total deferred inflows of resources	30,600	-
Fund balances		
Nonspendable:		
Prepays	243,578	-
Deposits	2,185	-
Restricted for:		
Federal grants match	6,324,635	-
Street and highway construction	88,108,627	-
Debt service	-	22,248,967
Assigned:		
Subsequent year's actual & budget: appropriation of fund balance	-	48,075
Total fund balances	94,679,025	22,297,042
Total liabilities, deferred inflows of resources and fund balances	\$ 113,827,442	\$ 22,303,454

The accompanying notes are an integral part of this statement.

Major Funds		Nonmajor Fund	
Regional Road Impact Fee Fund	Paratransit Services Fund	Metropolitan Planning Organization Fund	Total Governmental Funds
\$ 13,944,882	\$ 2,650,562	\$ 292,882	\$ 94,303,620
2,145,280	1,030,853	1,094,202	20,575,783
-	-	-	22,222,481
-	7,758	-	820,728
-	833,887	302,847	4,339,764
-	1,872,665	-	15,065,505
50,325	5,950	790	362,110
2,417,150	-	-	2,417,150
192,975	-	12,095	448,648
-	-	-	2,428,025
-	-	-	2,185
<u>\$ 18,750,612</u>	<u>\$ 6,401,675</u>	<u>\$ 1,702,816</u>	<u>\$ 162,985,999</u>
\$ 134,969	\$ 1,522,510	\$ 106,649	\$ 14,933,576
66,595	-	-	5,629,348
-	-	-	201,172
<u>198,544</u>	<u>303,550</u>	<u>552,632</u>	<u>1,245,582</u>
<u>400,108</u>	<u>1,826,060</u>	<u>659,281</u>	<u>22,009,678</u>
-	-	-	30,600
-	-	-	30,600
192,975	-	12,095	448,648
-	-	-	2,185
-	954,154	318,785	7,597,574
18,157,529	-	-	106,266,156
-	-	-	22,248,967
-	3,621,461	712,655	4,382,191
<u>18,350,504</u>	<u>4,575,615</u>	<u>1,043,535</u>	<u>140,945,721</u>
<u>\$ 18,750,612</u>	<u>\$ 6,401,675</u>	<u>\$ 1,702,816</u>	<u>\$ 162,985,999</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**RECONCILIATION OF THE BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION**

June 30, 2020

Total fund balances - Governmental Funds		\$ 140,945,721
Amounts reported for governmental activities in the statement of net position are different because:		
Capital assets used in governmental activities are not financial resources, and therefore, are not reported in governmental funds.		
Capital assets used in the operation of governmental funds	\$ 21,213,624	
Less accumulated depreciation	<u>(12,617,316)</u>	8,596,308
Other long-term assets are not available to pay for current period expenditures and, therefore, are reported as unavailable revenue in the funds.		
		30,600
Long-term liabilities, including bonds payable and accrued interest, are not due and payable in the current period, and therefore, are not reported in the governmental funds		
Governmental bonds payable	(319,400,000)	
Bond premiums and discounts	(33,054,734)	
Accrued interest payable	(7,491,958)	
Compensated absences	(916,737)	
Other postemployment benefits (OPEB)	<u>(10,166,810)</u>	(371,030,239)
Build America Bond credits are not due in the current period and are not reported in the governmental funds		
		922,069
Net pension liabilities are not due and payable in the current period, and therefore, are not reported as liabilities in the governmental funds		
		(7,906,811)
Deferred outflows and inflows of resources related to debt refunding are applicable to reporting periods and, therefore, are not reported in the funds		
		(158,315)
Deferred outflows and inflows of resources related to OPEB are applicable to reporting periods and, therefore, are not reported in the funds		
		53,580
Deferred outflows and inflows of resources related to pensions are applicable to reporting periods and, therefore, are not reported in the funds		
		749,676
Net position of governmental activities		<u><u>\$ (227,797,411)</u></u>

The accompanying notes are an integral part of this statement.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES - GOVERNMENTAL FUNDS**

Year ended June 30, 2020

	Major Funds	
	General Fund	Debt Service Fund
Revenues		
Motor vehicle fuel tax	\$ 85,470,620	\$ -
Public transportation tax	2,769,484	-
Impact fees	-	-
Passenger fares	-	-
Project reimbursements	2,121,424	-
Transportation planning, operating and capital grants, and contributions:		
State of Nevada Department of Health and Human Services	-	-
Federal Transit Administration	22,353,705	-
Federal Highway Administration	469,465	-
Investment income	3,348,492	233,541
Miscellaneous	77,208	-
Total revenues	116,610,398	233,541
Expenditures		
Current:		
Streets and highways	84,074,685	-
Transportation services	-	-
Metropolitan planning	-	-
Capital outlay:		
Equipment	-	-
Debt service:		
Principal	-	6,626,000
Interest	-	15,554,662
Debt service fees and other fiscal charges	-	34,853
Total expenditures	84,074,685	22,215,515
Excess (deficiency) of revenues over (under) expenditures	32,535,713	(21,981,974)
Other financing sources (uses)		
Sale of capital assets	-	-
Transfers in	-	23,680,002
Transfers out	(25,896,002)	-
Refunding bonds issued	56,235,000	-
Premium on refunding bonds issued	12,271,624	-
Payment to refunded bond escrow agent	(68,237,035)	(11,219,329)
Total other financing sources (uses)	(25,626,413)	12,460,673
Net change in fund balances	6,909,300	(9,521,301)
Fund balances - beginning	87,769,725	31,818,343
Fund balances - ending	\$ 94,679,025	\$ 22,297,042

The accompanying notes are an integral part of this statement.

Major Funds		Nonmajor Fund	
Regional Road Impact Fee Fund	Paratransit Services Fund	Metropolitan Planning Organization Fund	Total Governmental Funds
\$ -	\$ -	\$ -	\$ 85,470,620
-	6,000,000	-	8,769,484
7,365,705	-	-	7,365,705
-	366,542	-	366,542
-	-	-	2,121,424
-	1,327,680	-	1,327,680
-	5,186,451	-	27,540,156
-	-	1,052,449	1,521,914
617,572	91,938	12,023	4,303,566
-	360,833	1,000	439,041
<u>7,983,277</u>	<u>13,333,444</u>	<u>1,065,472</u>	<u>139,226,132</u>
3,545,325	-	-	87,620,010
-	8,713,204	-	8,713,204
-	-	2,794,325	2,794,325
-	3,362,006	-	3,362,006
-	-	-	6,626,000
-	-	-	15,554,662
-	-	-	34,853
<u>3,545,325</u>	<u>12,075,210</u>	<u>2,794,325</u>	<u>124,705,060</u>
<u>4,437,952</u>	<u>1,258,234</u>	<u>(1,728,853)</u>	<u>14,521,072</u>
-	252,126	-	252,126
586,000	-	1,890,000	26,156,002
-	-	-	(25,896,002)
-	-	-	56,235,000
-	-	-	12,271,624
-	-	-	(79,456,364)
<u>586,000</u>	<u>252,126</u>	<u>1,890,000</u>	<u>(10,437,614)</u>
5,023,952	1,510,360	161,147	4,083,458
13,326,552	3,065,255	882,388	136,862,263
<u>\$ 18,350,504</u>	<u>\$ 4,575,615</u>	<u>\$ 1,043,535</u>	<u>\$ 140,945,721</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF ACTIVITIES**

Year ended June 30, 2020

Net change in fund balances - total governmental funds		\$ 4,083,458
Amounts reported for governmental activities in the statement of activities are different because:		
<p>Governmental funds report capital outlays as expenditures. However in the statement of activities the cost of these assets are allocated over their estimated useful lives and reported as depreciation expense. This is the amount by which capital outlay exceeded depreciation expense in the current period.</p>		
Capital outlay	\$ 3,362,007	
Current year depreciation expense	<u>(1,588,141)</u>	1,773,866
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in governmental funds.		(1,658,782)
<p>The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position. Also, governmental funds report the effect of bond premiums, discounts, and similar items when debt is first issued, whereas these amounts are amortized in the statement of activities.</p>		
Bond issue	(56,235,000)	
Bond premium	(12,271,624)	
Principal payments	83,447,000	
Debt issue	38,400	
Amortization of bond premium and discounts	<u>(1,223,956)</u>	13,754,820
<p>Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds.</p>		
Change in compensated absences	(110,873)	
Change in other post-employment benefits (OPEB)	(183,633)	
Change in accrued interest payable	5,654,627	
Change in interest credits due from federal government	<u>(759,007)</u>	4,601,114
<p>Governmental funds report pension contributions as expenditures when made. However, in the statement of activities pension expense is the cost of benefits earned, adjusted for member contributions, the recognition of changes in deferred outflows and inflows of resources related to pensions, and investment experience.</p>		
Contributions	1,804,601	
Pension expense	<u>(1,219,149)</u>	585,452
Change in net position of governmental activities		<u>\$ 23,139,928</u>

The accompanying notes are an integral part of this statement.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
GENERAL FUND**

Year ended June 30, 2020

	Budgeted Amounts		Actual Amounts	Variance to Final Budget
	Original	Final		
Revenues				
Motor vehicle fuel tax	\$ 91,878,987	\$ 91,878,987	\$ 85,470,620	\$ (6,408,367)
Public transportation tax	2,801,741	2,801,741	2,769,484	(32,257)
Project reimbursements	4,000,000	4,000,000	2,121,424	(1,878,576)
Transportation planning and operating grants:				
Federal Transit Administration	18,466,945	18,466,945	22,353,705	3,886,760
Federal Highway Administration	259,960	259,960	469,465	209,505
Investment income	1,010,000	1,010,000	3,348,492	2,338,492
Miscellaneous	50,000	50,000	77,208	27,208
Total revenues	<u>118,467,633</u>	<u>118,467,633</u>	<u>116,610,398</u>	<u>(1,857,235)</u>
Expenditures				
Current:				
Streets and highways	95,997,906	95,997,906	84,074,685	11,923,221
Total expenditures	<u>95,997,906</u>	<u>95,997,906</u>	<u>84,074,685</u>	<u>11,923,221</u>
Excess (deficiency) of revenues over (under) expenditures	<u>22,469,727</u>	<u>22,469,727</u>	<u>32,535,713</u>	<u>10,065,986</u>
Other financing sources (uses)				
Transfers out	(26,298,552)	(26,298,552)	(25,896,002)	402,550
Refunding bonds issued	-	-	56,235,000	56,235,000
Premium on refunding bonds issued	-	-	12,271,624	12,271,624
Payment to refunded bond escrow agent	-	-	(68,237,035)	(68,237,035)
Total other financing sources (uses)	<u>(26,298,552)</u>	<u>(26,298,552)</u>	<u>(25,626,413)</u>	<u>672,139</u>
Net change in fund balance	(3,828,825)	(3,828,825)	6,909,300	10,738,125
Fund balance - beginning	<u>76,500,393</u>	<u>76,500,393</u>	<u>87,769,725</u>	<u>11,269,332</u>
Fund balance - ending	<u>\$ 72,671,568</u>	<u>\$ 72,671,568</u>	<u>\$ 94,679,025</u>	<u>\$ 22,007,457</u>

The accompanying notes are an integral part of this statement.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
SPECIAL REVENUE FUND
(Regional Road Impact Fee Fund)**

Year ended June 30, 2020

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance to Final Budget</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Impact fees	\$ 16,000,000	\$ 16,000,000	\$ 7,365,705	\$ (8,634,295)
Project reimbursements	6,000	6,000	-	(6,000)
Investment income	200,000	200,000	617,572	417,572
Total revenues	<u>16,206,000</u>	<u>16,206,000</u>	<u>7,983,277</u>	<u>(8,222,723)</u>
Expenditures				
Current:				
Streets and highways	16,412,526	16,412,526	3,545,325	12,867,201
Total expenditures	<u>16,412,526</u>	<u>16,412,526</u>	<u>3,545,325</u>	<u>12,867,201</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(206,526)</u>	<u>(206,526)</u>	<u>4,437,952</u>	<u>4,644,478</u>
Other financing sources				
Transfers in	500,000	500,000	586,000	86,000
Total other financing sources	<u>500,000</u>	<u>500,000</u>	<u>586,000</u>	<u>86,000</u>
Net change in fund balance	293,474	293,474	5,023,952	4,730,478
Fund balance - beginning	12,039,477	12,039,477	13,326,552	1,287,075
Fund balance - ending	<u>\$ 12,332,951</u>	<u>\$ 12,332,951</u>	<u>\$ 18,350,504</u>	<u>\$ 6,017,553</u>

The accompanying notes are an integral part of this statement.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**STATEMENT OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
SPECIAL REVENUE FUND
(Paratransit Services Fund)**

Year ended June 30, 2020

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance to Final Budget</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Public transportation tax	\$ 6,000,000	\$ 6,000,000	\$ 6,000,000	\$ -
Passenger fares	510,588	510,588	366,542	(144,046)
Transportation planning, operating and capital grants, and contributions:				
State of Nevada Department of Health and Human Services	1,485,028	1,485,028	1,327,680	(157,348)
Federal Transit Administration	4,051,776	4,051,776	5,186,451	1,134,675
Investment income	20,000	20,000	91,938	71,938
Miscellaneous	1,000	1,000	360,833	359,833
Total revenues	<u>12,068,392</u>	<u>12,068,392</u>	<u>13,333,444</u>	<u>1,265,052</u>
Expenditures				
Current:				
Transportation services	10,546,193	10,546,193	8,713,204	1,832,989
Capital outlay:				
Equipment	2,880,000	2,880,000	3,362,006	(482,006)
Total expenditures	<u>13,426,193</u>	<u>13,426,193</u>	<u>12,075,210</u>	<u>1,350,983</u>
Excess (deficiency) of revenues over (under) expenditures	<u>(1,357,801)</u>	<u>(1,357,801)</u>	<u>1,258,234</u>	<u>2,616,035</u>
Other financing sources				
Sale of capital assets	5,000	5,000	252,126	247,126
Total other financing sources	<u>5,000</u>	<u>5,000</u>	<u>252,126</u>	<u>247,126</u>
Net change in fund balance	(1,352,801)	(1,352,801)	1,510,360	2,863,161
Fund balance - beginning	<u>1,909,587</u>	<u>1,909,587</u>	<u>3,065,255</u>	<u>1,155,668</u>
Fund balance - ending	<u>\$ 556,786</u>	<u>\$ 556,786</u>	<u>\$ 4,575,615</u>	<u>\$ 4,018,829</u>

The accompanying notes are an integral part of this statement.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**STATEMENT OF NET POSITION
PROPRIETARY FUND
ENTERPRISE FUND
(Public Transit Fund)**

**June 30, 2020
with comparative amounts at June 30, 2019**

	2020	2019
Assets		
Current assets:		
Cash in custody of County Treasurer	\$ 19,179,727	\$ 13,160,881
Cash in bank and on hand	1,938,386	2,725,521
Accounts receivable	107,856	179,495
Due from federal government	3,703,345	4,036,009
Due from State of Nevada	5,888,933	5,509,126
Interest receivable	43,287	58,016
Due from other funds	257,747	202,134
Inventory	80,566	163,742
Prepaid expenses	363,499	353,057
Total current assets	31,563,346	26,387,981
Noncurrent assets:		
Property, buildings, and equipment, net	97,755,097	94,683,525
Total assets	129,318,443	121,071,506
Deferred Outflows of Resources		
Deferred outflows related to pension	790,444	999,516
Deferred outflows related to OPEB	440,863	381,549
Total deferred outflows of resources	1,231,307	1,381,065
Liabilities		
Current liabilities:		
Accounts payable	3,842,514	2,210,107
Retentions payable	86,171	589,290
Accrued liabilities	64,702	305,561
Unearned revenue	6,200	23,628
Due to other funds	1,440,190	1,671,456
Total current liabilities	5,439,777	4,800,042
Noncurrent liabilities:		
Other post-employment benefits	5,231,129	4,941,709
Net pension liability	3,794,848	4,092,764
Total liabilities	14,465,754	13,834,515
Deferred Inflows of Resources		
Deferred inflows related to pension	430,639	404,625
Deferred inflows related to OPEB	415,147	597,035
Total deferred inflows of resources	845,786	1,001,660
Net Position		
Net investment in capital assets	97,668,926	94,094,235
Unrestricted	17,569,284	13,522,161
Total net position	\$ 115,238,210	\$ 107,616,396

The accompanying notes are an integral part of this statement.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
PROPRIETARY FUND
ENTERPRISE FUND
(Public Transit Fund)**

**Year ended June 30, 2020
With comparative amounts for the year ended June 30, 2019**

	2020	2019
Operating revenues:		
Passenger fares	\$ 3,972,632	\$ 5,108,047
Bus advertising	245,866	261,659
Rental income	399,972	356,704
Miscellaneous	98,180	133,547
Total operating revenues	4,716,650	5,859,957
Operating expenses:		
General administration	32,745,725	32,037,960
Depreciation	7,795,347	7,243,837
Total operating expenses	40,541,072	39,281,797
Operating loss	(35,824,422)	(33,421,840)
Nonoperating revenues:		
Operating subsidies:		
Federal government grants	9,949,185	4,320,161
Other revenue:		
Public transportation tax	13,672,952	9,823,919
Public transportation taxes pledged	11,077,938	10,450,532
Investment income	607,728	544,930
Gain (loss) on sale of capital assets	-	18,240
Total nonoperating revenues	35,307,803	25,157,782
Loss before capital contributions and transfers	(516,619)	(8,264,058)
Capital contributions:		
Federal grants	8,359,976	12,935,472
State grants	38,457	-
Total capital contributions	8,398,433	12,935,472
Transfers:		
Transfers out	(260,000)	(210,000)
Total transfers	(260,000)	(210,000)
Change in net position	7,621,814	4,461,414
Net position - beginning of year	107,616,396	103,154,982
Net position - ending	\$ 115,238,210	\$ 107,616,396

The accompanying notes are an integral part of this statement.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**STATEMENT OF CASH FLOWS
PROPRIETARY FUND
ENTERPRISE FUND
(Public Transit Fund)**

**Year ended June 30, 2020
With comparative amounts for the year ended June 30, 2019**

	2020	2019
Cash flows from operating activities		
Cash received from customers	\$ 4,456,301	\$ 5,513,724
Cash received from other funds	300,324	291,360
Cash payments to suppliers for goods and services	(28,567,236)	(31,730,628)
Cash compensation and employee benefits	(3,508,906)	(4,240,521)
Net cash provided by (used for) operating activities	(27,319,517)	(30,166,065)
Cash flows from noncapital financing activities		
Operating grants	9,907,029	4,219,585
Transfers to other funds	(260,000)	(210,000)
Public transportation tax received	24,375,408	19,949,895
Net cash provided by (used for) noncapital financing activities	34,022,437	23,959,480
Cash flows from capital and related financing activities:		
Acquisition of capital assets	(10,866,921)	(12,569,863)
Capital contributions	8,773,255	14,916,226
Proceeds from the sale of capital assets	-	18,240
Net cash provided by (used for) capital and related financing activities	(2,093,666)	2,364,603
Cash flows from investing activities:		
Investment income	622,457	544,996
Net change in cash and cash equivalents	5,231,711	(3,296,986)
Cash and cash equivalents - beginning	15,886,402	19,183,388
Cash and cash equivalents - ending	\$ 21,118,113	\$ 15,886,402

(continued)

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**STATEMENT OF CASH FLOWS
PROPRIETARY FUND - CONTINUED
ENTERPRISE FUND
(Public Transit Fund)**

**Year ended June 30, 2020
With comparative amounts for the year ended June 30, 2019**

	2020	2019
Reconciliation of operating loss to net cash used in operating activities:		
Operating loss	\$ (35,824,422)	\$ (33,421,840)
Adjustments to reconcile operating loss to net cash used for operating activities:		
Depreciation and amortization expense	7,795,347	7,243,837
Decrease (increase) in accounts receivable	67,314	3,908
Decrease (increase) in inventory	83,176	17,159
Decrease (increase) in prepaid expenses	(10,442)	107,013
Increase (decrease) in accounts payable	1,632,407	(7,199,615)
Increase (decrease) in net pension liability	(62,830)	3,483,035
Increase (decrease) in net OPEB liability	48,218	324,633
Increase (decrease) in other liabilities	(1,048,285)	(724,195)
Total adjustments	8,504,905	3,255,775
Net cash used for operating activities	\$ (27,319,517)	\$ (30,166,065)

The accompanying notes are an integral part of this statement.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Regional Transportation Commission of Reno, Sparks and Washoe County, Nevada (RTC) conform to accounting principles generally accepted in the United States of America (GAAP), as applicable to governments. The Governmental Accounting Standards Board (GASB) is the standard setting body for governmental accounting and financial reporting. The GASB periodically updates its codification of the existing Governmental and Financial Reporting Standards, which along with subsequent GASB pronouncements, constitutes GAAP for governmental units. A summary of RTC's significant accounting policies consistently applied in the preparation of the accompanying financial statements follows.

Reporting Entity

The Regional Transportation Commission of Reno, Sparks and Washoe County was created through an Interlocal Cooperative Agreement signed in May 1978 by Washoe County, the City of Reno and the City of Sparks. It became the Regional Transportation Commission (RTC) in July 1979. The agreement was amended in 1985 when these three public entities delegated their powers to the Commission in order to consolidate the administration and operation of public mass transportation in Washoe County. The Commission operates as a governing board with two representatives selected by the Washoe County Board of Commissioners, two representatives selected by the City Council of the City of Reno and one representative selected by the City Council of the City of Sparks.

The RTC's street and highway construction projects in Washoe County are financed from the motor vehicle fuel tax revenue, public transportation tax revenue, and impact fees for the construction of new roads and capacity improvements on roads impacted by new development. These projects are submitted to the RTC for approval and subsequently to Washoe County, City of Reno, and City of Sparks for approval. An Interlocal Cooperative Agreement, signed by the three public entities mentioned is required before monies can be expended on these construction projects. The infrastructure created by these projects becomes the asset of the applicable public entity (City of Reno, City of Sparks or Washoe County) upon completion.

The RTC is also responsible for the local public transit system, RTC RIDE. Final authority on the budget of the program rests with the RTC.

The RTC has allocated public transportation tax receipts to the following operations: (1) RTC RIDE a public bus system in Washoe County; the RTC contracts with a private company, Keolis Transit Services, LLC, to operate RTC RIDE; (2) RTC ACCESS a paratransit operation which provides transportation services to the elderly and disabled population in Washoe County; the RTC contracts with a private company, MTM Transit, LLC, to operate RTC ACCESS; and (3) Tahoe Area Regional Transit (TART) a transit system operating in part in Incline Village, Nevada; TART is operated by Placer County, California; the RTC reimburses Placer County for operating expenses incurred while providing transit service in Washoe County.

The accompanying financial statements present the government. The RTC does not have any component units.

Government-wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include (1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Government-wide and Fund Financial Statements (continued)

Separate financial statements are provided for governmental funds and the proprietary fund. Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the proprietary fund financial statements. Revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met, and allowable expenses are made under the grant provisions.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized when they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Income earned on investments and project reimbursements associated with the current fiscal period are all considered to be susceptible to accrual and have been recognized as revenues of the current fiscal period. Motor vehicle fuel tax and public transportation tax revenues are derived tax revenues collected by the State of Nevada and shared with the RTC. The RTC recognizes these revenues in the same period as the State. All other revenue items are considered to be measurable and available only when cash is received by the government.

Generally, expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, other postemployment benefits and claims and judgments, are recorded only when payment is due.

Project appropriations that have been approved, but for which expenditure has not been incurred, are reflected as amounts restricted for project appropriations in the General Fund and Special Revenue Funds. Project appropriations are approved when a cooperative agreement specifying the amount of motor vehicle fuel tax funds, bond proceeds, impact fees or other financing sources to be spent, is executed by all the governing bodies within the jurisdiction of the RTC, or when the project has been added to the program of projects and approved by the RTC Board of Commissioners.

The RTC reports the following major governmental funds:

General Fund – The General Fund is the RTC's primary operating fund. It accounts for all financial resources of the RTC, except for those required to be accounted for in another fund. Regional street and highway expenditures for road projects are accounted for in this fund instead of a separate fund in order to reduce undue complexity in budgeting, accounting and other phases of financial management.

Debt Service Fund – The Debt Service Fund accounts for the resources accumulated and payments made for principal and interest on long-term debt of the governmental funds.

Regional Road Impact Fee Fund (Special Revenue Fund) – Monies recovered from impact fees and resources provided for capacity improvements to the regional road system are accounted for in the Regional Road Impact Fee Fund.

Paratransit Services Fund (Special Revenue Fund) – Allocation of public transportation tax, passenger fares, and federal grants for RTC ACCESS are accounted for in the Paratransit Services Fund.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Measurement Focus, Basis of Accounting, and Financial Statement Presentation (continued)

The RTC reports the following major proprietary fund:

Public Transit Fund (*Enterprise Fund*) – Accounts for the operation of RTC RIDE.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes.

The proprietary fund distinguishes *operating* revenues and expenses from *non-operating* items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with the proprietary fund's principal ongoing operations. The principal operating revenues of the RTC's proprietary fund are charges to customers for services. Operating expenses for the proprietary fund include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as non-operating revenues and expenses.

When both restricted and unrestricted resources are available for use, it is the RTC's policy to use restricted resources first, then unrestricted resources as they are needed.

Cash, Cash Equivalents and Temporary Investments

The RTC's cash and cash equivalents are considered to be cash on hand, demand deposits, and temporary investments. A portion of the cash resources of the individual funds are deposited with the Washoe County Treasurer. Those resources are combined with the resources of the County's funds and other local governments within the County to form a pool of cash and investments. In accordance with 355.170 of Nevada Revised Statutes, Washoe County invested in various treasury notes, mutual funds, commercial paper, bonds, and U.S. Government securities. The RTC's net position in these securities is reported at fair value, in accordance with GASB Statement No. 72, Fair Value Measurements and Application.

In addition to the cash and investment pool, certain deposits and investments are held separately by RTC funds and reported accordingly. Investments are reported at fair value and changes in fair value are included in investment income.

Investment income earned as a result of the above pooling arrangement is distributed by the County Treasurer to the appropriate funds as it is received. Interest receivable at June 30 is calculated by the Treasurer's office and accrued in the various funds. The investment income is allocated based on each fund's monthly average cash balance.

For purposes of the statement of cash flows, the RTC considers all highly liquid investments, including pooled investments with original maturities of three months or less to be cash equivalents.

Restricted Assets

Restricted assets consist of cash and investments that are restricted in their use by either bond covenants or other external agreements. RTC's restricted assets consist of remaining bond proceeds for specific road construction projects, unspent grant proceeds and debt service requirements pursuant to bond covenants.

Receivables and Payables

Activities between funds that are representative of lending/borrowing arrangements outstanding at the end of the fiscal year are referred to as either "due to/from other funds" (i.e., the current portion of interfund loans) or "advances to/from other funds" (i.e., the non-current portion of interfund loans). All other outstanding balances between funds are reported as "due to/from other funds."

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Receivables and Payables (continued)

Any residual balances outstanding between the governmental activities and business-type activities are reported in the government-wide financial statements as "internal balances." The RTC considers trade receivables to be fully collectible; accordingly, no allowance for doubtful accounts is required. If amounts become uncollectible, they are charged to operations when that determination is made.

Inventories and Prepaid Items

The Proprietary Fund's inventory is comprised of bus fuel and is stated at weighted average cost. Inventories of governmental funds, generally consisting of materials and supplies, are recorded as expenditures when purchased rather than when consumed.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in government-wide, governmental, and proprietary fund financial statements. The RTC uses the consumption method in accounting for prepaids.

Capital Assets

Capital assets, which include property, buildings and equipment, are reported in the applicable governmental or business-type activities columns in the government-wide financial statements.

Capital assets are defined by the RTC as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at the estimated acquisition value at the date of donation.

Infrastructure assets constructed by the street and highway function of the RTC (e.g., roads, bridges, curbs and gutters, streets and sidewalks) are not assets of the RTC, and so have not been capitalized or depreciated. Under the cooperative agreements to build such infrastructure assets, the entities agree that the infrastructure created belongs to the applicable public entity (City of Reno, City of Sparks or Washoe County).

The RTC has intangible assets in the form of water rights. The water rights are acquired through right-of-way land purchases as part of the construction of infrastructure assets. Water rights are separated from land purchases before the land is dedicated to the applicable public entity as part of their completed infrastructure asset. Water rights are not used in the operation of RTC's street and highway function and are recorded as other assets.

Expenditures related to the construction of infrastructure assets are recognized when incurred. Grants, contributions and reimbursements for the construction of infrastructure assets are recognized as operating grants and contributions in the Statement of Activities. Impact fees collected for use in the street and highway function are recognized as general revenues in the Statement of Activities.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

When capital assets are retired, sold, or otherwise disposed of, the asset's carrying amount and related accumulated depreciation are removed from the asset accounts and any gain or loss is recorded in the period of disposal.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Interest incurred during the construction phase of capital assets of business-type activities is included as part of the capitalized value of the assets constructed.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Capital Assets (continued)

Depreciation of all exhaustible capital assets is charged as an expense against operations. Accumulated depreciation is reported on the Statement of Net Position. For both governmental and business-type activities, property, buildings and equipment are depreciated using the straight-line method over the following estimated useful lives:

Assets	Estimated Service Life (Years)
Buildings and building improvements	15-30
Communication equipment	3-5
Computer equipment	3-5
Leasehold improvements	3-20
Miscellaneous fixtures and equipment	4-7
Office furniture and equipment	3-8
Passenger shelters	3 -15
Revenue collection and counting equipment	3-6
Revenue vehicles (buses)	12
Revenue vehicles (vans)	5-7
Support vehicles	5
Safety and security equipment	5-6
Tool and shop equipment	3-12

Deferred Outflows/Inflows of Resources

In addition to assets, the Statement of Net Position or balance sheet will sometimes report separate sections for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The RTC reports an amount related to pensions and other post-employment benefits (OPEB) on the government-wide financial statements.

In addition to liabilities, the Statement of Net Position or balance sheet will sometimes report a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The RTC has two types of deferred inflows of resources: 1) Amounts which arises only under the modified accrual basis of accounting that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The unavailable revenue reported is from three sources, federal grants, state grants, and project reimbursements and 2) Amounts related to pensions and OPEB on the government-wide financial statements. The amounts are deferred and recognized as an inflow of resources in the period that they become available.

Compensated Absences

It is the RTC's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. A liability is recognized for compensated absences relating to services already rendered that are not contingent on a specific event and are accrued as employees earn the rights to the benefits. Compensated absences relating to future services or that are contingent on a specified event will be accounted for in the period those services are rendered or those events take place. The obligation for compensated absences is accrued when incurred in the government-wide financial statements.

For governmental type funds, the compensated absences are reported as fund liabilities only to the extent that those liabilities relate to benefits payable to employees upon termination of their employment as of the fiscal year end.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Interfund Activity

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule include interfund lease payments between the RTC's street and highways, transportation services and metropolitan planning functions and the business-type activities, public transportation function. Elimination of these payments would distort the direct costs and program revenues for the various functions concerned.

Long-Term Obligations, Bond Discounts and Issuance Costs

In the government-wide financial statements and proprietary fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund Statement of Net Position. Bond premiums and discounts are amortized over the life of the bonds using the straight-line method, which is materiality consistent with the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Debt issuance costs are expensed during the current period.

In fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as expenditures.

Pension

For purposes of measuring the net pension liability and pension expense, information about the fiduciary net position of the Public Employees' Retirement System of the State of Nevada (PERS) Base Plan (Base Plan) and additions to/deductions from Base Plan's fiduciary net position have been determined on the same basis as they are reported by the Base Plan. For this purpose, benefits (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

Net Position Classifications

In government-wide statements, net position is classified as net position and displayed in three components:

- Net investment in capital assets – consists of capital assets net of accumulated depreciation and reduced by the outstanding balances of any bonds, notes, or other borrowings attributable to the acquisition, construction, or improvement of capital assets.
- Restricted – consists of net position subject to constraints that are either (a) externally imposed by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.
- Unrestricted – all other amounts that do not meet the definition of "restricted" or "net investment in capital assets."

Fund Balance

In the fund financial statements, governmental funds report the difference between assets and liabilities as fund balance. The following are the classification policies and procedures used for reporting fund balance:

- *Nonspendable* fund balance includes amounts that are not in a spendable form or are required to be legally or contractually maintained intact.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Balance (continued)

- *Restricted* fund balance includes amounts that can only be spent for the specific purposes where restrictions are externally imposed by creditors, grantors, contributors, constitutional provisions, regulations of other governments, or enabling legislation. Effectively, restrictions may only be changed or lifted with the consent of the external party. The RTC has restricted fund balances in the form of monies restricted by the State for special studies, federal grants and enabling legislation.
- *Committed* fund balance includes amounts that can only be used for the specific purposes determined by a formal action of the government's highest level of decision making authority. Commitments may only be changed or lifted by the government taking the same formal action that imposed the original constraint. The RTC's Board of Commissioners is the highest level of decision making authority and any fund balance commitments established, modified, or rescinded would require a majority vote of the RTC's Board of Commissioners.
- *Assigned* fund balance comprises amounts intended to be used by the government for specific purposes. Intent can be expressed by the governing body, an official or body to which the governing body delegates the authority. The RTC Board of Commissioners delegates to the Executive Director or his or her designee the authority to assign amounts to be used for specific purposes. Such assignments cannot exceed the available (spendable, unrestricted, uncommitted) fund balance in any particular fund.
- *Unassigned* fund balance is the residual classification for the General Fund and includes all amounts not contained in the other classifications. For other governmental funds, the unassigned classification is used only to report a deficit balance resulting from specific purposes for which amounts had been restricted or committed.

The RTC will consider restricted fund balance to be spent first for an expenditure for which multiple fund balance classifications are available. Committed fund balance will be spent first, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for the purposes for which any unrestricted fund balance classification could be used.

Fund Balance Reserve Policy

The RTC Board of Commissioners has adopted a fund balance reserve policy for budget preparation. Fund balance reserves are set aside as contingencies for revenue shortfalls or unanticipated expenditures. Fund balance reserves can also be used to finance cash flow and to fund self-insurance and capital replacement programs. A fund balance reserve policy establishes the type of reserves an organization will have, as well as the size and use of those reserves.

The goal of this fund balance reserve policy is to:

- Provide an overall, long-range approach to financial management.
- Ensure that the RTC is able to meet its financial obligations as they arise.
- Improve fiscal stability and protect the RTC during a financial emergency.

A. Public Transportation Program Policy Statement

RTC will maintain an Operating Reserve, a Self-Insurance Reserve, and a Capital Reserve. The sum of all fund balance reserves for the Public Transportation Program will be budgeted and maintained at a minimum amount equal to two months of total program operating expenditures as of June 30 of each fiscal year budget, and a maximum amount equal to three months of total program operating expenditures.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Fund Balance Reserve Policy (continued)

1. Operating Reserve

RTC will maintain an operating fund balance reserve in an amount equal to a minimum of five (5%) percent of the annual operating expenditures.

The Director of Finance shall ensure that the operating fund balance reserve is maintained at a sufficient level to:

- a. Offset unanticipated downturns in revenues;
- b. Provide sufficient working capital;
- c. Provide a sufficient cash balance to finance cash flow requirements; and
- d. Meet emergency expenditure requirements.

2. Self - Insurance Reserve

The Director of Finance will ensure that RTC maintains self-insurance fund balance reserves in an amount necessary to adequately protect the RTC from self-insurance risks.

Two self-insurance fund balance reserve funds will be maintained:

- a. Reserves for incurred and reported claims that have been identified and accounted for by the RTC claims adjuster will be included in the settlements line item of the budget as an expenditure accrual.
- b. Reserves for catastrophic claims will be established in the amount of two times the current year self-insured retention.

3. Capital Reserve

RTC will establish a capital fund balance reserve fund for federal grant match purposes as of June 30 of each fiscal year budget in order to replace or add to capital vehicles, equipment and facilities. The amount of the capital fund balance reserve will be equal to or greater than the estimated local match for federal grant funded projects as established in RTC capital plans.

B. Street and Highway Program Policy Statement

The minimum fund balance for the Street and Highway Program shall consist of two components:

1. Operating fund balance reserves will be maintained at a minimum of five (5) percent of annual streets & highways program operating expenditures.
2. The potential projects that have not been planned or programmed in an amount equal to a minimum of \$1,000,000.

C. Metropolitan Planning Organization Program Policy Statement

RTC will establish a federal grant match fund balance reserve as of June 30 of each fiscal year budget in order to meet the minimum required local match percentage for apportioned federal planning grants.

The development of the minimum fund balance reserve policy should ensure financial planning and stability for the future.

Comparative Data

The financial statements include certain prior-year summarized comparative information in total but not at the level of detail required for a presentation in conformity with generally accepted accounting principles. The comparative data has been presented only for the Enterprise Fund in the basic financial statements in order to provide an understanding of the changes in the financial position and operations of this fund. Accordingly, such information should be read in conjunction with the RTC's financial statements for the year ended June 30, 2019, from which the summarized information was derived.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE A – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

New Accounting Pronouncements

The Governmental Accounting Standards Board has issued GASB Statement No. 84, *Fiduciary Activities*, effective for fiscal years beginning after December 15, 2019. This pronouncement will be implemented in fiscal year ending June 30, 2021.

The Governmental Accounting Standards Board has issued GASB Statement No. 87, *Leases*, effective for fiscal years beginning after June 15, 2021. This pronouncement will be implemented in fiscal year ending June 30, 2022.

The Governmental Accounting Standards Board has issued GASB Statement No. 89, *Accounting for Interest Cost Incurred Before the End of a Construction Period*, effective for fiscal years beginning after December 15, 2020. This pronouncement will be implemented in fiscal year ending June 30, 2022.

The Governmental Accounting Standards Board has issued GASB Statement No. 90, *Majority Equity Interests - An Amendment of GASB Statements No. 14 and No. 61.*, effective for fiscal years beginning after December 15, 2019. This pronouncement will be implemented in fiscal year ending June 30, 2021.

The Governmental Accounting Standards Board has issued GASB Statement No. 91, *Conduit Debt Obligations*, effective for fiscal years beginning after December 15, 2021. This pronouncement will be implemented in fiscal year ending June 30, 2023.

The Governmental Accounting Standards Board has issued GASB Statement No. 92, *Omnibus 2020*, effective for fiscal years beginning after June 15, 2021. This pronouncement will be implemented in fiscal year ending June 30, 2022.

The Governmental Accounting Standards Board has issued GASB Statement No. 93, *Replacement of Interbank Offered Rates*, effective for fiscal years beginning after June 15, 2021. This pronouncement will be implemented in fiscal year ending June 30, 2022.

The Governmental Accounting Standards Board has issued GASB Statement No. 94, *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*, effective for fiscal years beginning after June 15, 2022. This pronouncement will be implemented in fiscal year ending June 30, 2023.

The Governmental Accounting Standards Board has issued GASB Statement No. 95, *Postponement of the Effective Dates of Certain Authoritative Guidance*, effective immediately. This pronouncement was implemented in fiscal year ending June 30, 2020.

The Governmental Accounting Standards Board has issued GASB Statement No. 96, *Subscription-Based Information Technology Arrangements*, effective for fiscal years beginning after June 15, 2022. This pronouncement will be implemented in fiscal year ending June 30, 2023.

The Governmental Accounting Standards Board has issued GASB Statement No. 97, *Certain Component Unit Criteria, and Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans - an amendment of GASB Statements No.14 and No. 84, and a supersession of GASB Statement No. 32*, effective for fiscal years beginning after June 15, 2021. This pronouncement will be implemented in fiscal year ending June 30, 2022.

**Regional Transportation Commission
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NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE B – STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary Information

For the year ended June 30, 2020, the RTC established its budget within the legally mandated timeframe.

- a. On or before April 15, the Finance Department submits to the Nevada Department of Taxation a tentative budget for the fiscal year commencing July 1, 2019.
- b. On May 20, 2019, the Executive Director submitted to the RTC's Board of Commissioners a proposed operating budget for the fiscal year commencing July 1, 2019. The operating budget includes proposed expenditures/expenses and the means of financing them.
- c. Public hearings were conducted in May to obtain taxpayer comments. On May 20, 2019, the budget for each fund was adopted through passage of a resolution by a majority vote of the RTC's Board of Commissioners of the RTC. The RTC filed the budget directly with the Department of Taxation, State of Nevada.

The following legal requirements were considered in developing the budgetary data which is reflected in the financial statements.

- a. Annual budgets for all governmental and proprietary funds are adopted on a basis consistent with generally accepted accounting principles. The governing body can augment the budget after following public hearing procedures. Unexpended appropriations lapse at year-end.
- b. The Executive Director is authorized to transfer appropriations between accounts within the General Fund. Any revision which alters the total appropriations of a function or fund must be approved in advance prior to year-end by the RTC's Board of Commissioners and submitted to the Department of Taxation, State of Nevada.
- c. State statute does not require that capital outlay, debt service payments, and other cash transactions normally reflected in the Statement of Net Position of the Proprietary Fund be limited by the budget.
- d. Budgeted appropriations generally may not be exceeded by actual expenditures of the various governmental functions in the General Fund, Special Revenue Funds, and by operating and non-operating expenses in the Proprietary Fund.
- e. Fund net position in the Proprietary Fund may not be a deficit.

Excess of Expenditures over Appropriations and Deficit Fund Net Position

The RTC conformed to all significant statutory constraints on its financial administration during the year.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE C – CASH AND INVESTMENTS

Deposits

For the year ended June 30, 2020, the RTC had the following cash balances:

	Carrying Amount	Bank Balance
On hand	\$ 3,964	\$ 3,966
On deposit with bank	22,510,205	23,114,746
Restricted cash from Motor Vehicle Fuel Tax Revenue Bonds	14,160,608	14,160,608
Total RTC cash and deposits	<u>\$ 36,674,777</u>	<u>\$ 37,279,320</u>

The difference between the carrying amount and bank balance results from outstanding checks and deposits not yet reflected at the bank.

Custodial Credit Risk – Deposits

For deposits, custodial credit risk is the risk that in the event of a bank failure, the RTC's deposits may not be returned. The RTC does not have a policy for custodial credit risk; however, the RTC participates through Washoe County in the Nevada State Collateral Pool for public fund deposits. Depository banks are required to place acceptable securities of no less than 102% of the market value of the total deposits of public entities in Nevada with a third party custodian. The collateral pool is administered and monitored by the Nevada State Treasurer's Office. Due to its participation in the Nevada State Collateral Pool, the RTC's deposits were fully insured and collateralized, and as such, were not exposed to any custodial credit risk at June 30, 2020.

Pooled Investment Funds

The RTC deposits are maintained in a recognized pooled investment fund under the care of the Washoe County Chief Investment Official (the Washoe County Treasurer) under authority delegated by the Board of County Commissioners. In addition, the Washoe County Treasurer's External Investment Pool is overseen by an Investment Committee and is included in their annual audit.

Pooled investment funds consist of cash deposited in the interest-bearing Washoe County Treasurer's External Investment Pool. The investment pool is not registered with the SEC as an investment company and no legally binding guarantees have been provided to support the value of the shares. The fair value of the pooled investments deposited in the investment pool is equal to the value of the pool shares. At June 30, 2020, the carrying amount of \$113,483,347 recorded at fair value of the various funds of the RTC in the pool was approximately 19.4% of the County's total balance. Earnings, realized and unrealized gains and losses are included in the Governmental Fund Statement of Revenues, Expenditures and Changes in Fund Balances and the Proprietary Fund's Statement of Revenues, Expenses and Changes in Fund Net Position, captioned as investment income.

Because the RTC's deposits are maintained in a recognized pooled investment fund under the care of a third party and the RTC's share of the pool does not consist of specific, identifiable investment securities, no disclosure of the individual deposits and investments or related custodial credit risk classifications is required. The RTC's deposits in the pool are considered to be highly liquid. The Washoe County audited Comprehensive Annual Financial Report indicates that there were no derivatives in the pool as of June 30, 2020. A copy of this report can be obtained at www.washoecounty.us or through a request sent to P.O. Box 11130, Reno, NV 89520.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE C – CASH AND INVESTMENTS (CONTINUED)

Investments

The RTC has a formal investment policy adopted by the RTC Board of Commissioners that is designed to insure conformity with NRS and seeks to limit exposure to investment risks. State statute authorizes the RTC to invest in the following:

- Obligations of the United States or its agencies.
- Certificates of deposit issued by commercial banks, insured credit unions or savings and loan associations as well as certain farm loan bonds.
- Certain securities issued by local governments of the State of Nevada and other securities expressly authorized by other statutes of the State of Nevada.
- Bankers acceptances, commercial paper issued by a U.S. corporation or state operating in the U.S., and money market mutual funds registered with the Securities and Exchange Commission.
- Notes, bonds, and other unconditional obligations for the payment of money issued by corporations organized and operating in the United States.

Investments are recorded at fair value.

The RTC categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value: Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs. The RTC does not have any investment that is measured using Level 2 and 3 inputs.

As of June 30, 2020, the RTC had the following recurring fair value measurements as identified below:

Government-Wide Balances:	Total	Fair Value Measurements Using		
		Level 1 Inputs	Level 2 Inputs	Level 3 Inputs
Commercial Paper	\$ -	\$ -	\$ -	\$ -
U.S. Treasury Notes	4,774,569	4,774,569	-	-
Money Market Mutual Funds	3,037,035	3,037,035	-	-
Federal Agency Bond	250,269	250,269	-	-
Total Investment	8,061,873	8,061,873	-	-
Total Cash	36,674,777			
Washoe County Investment Pool	113,483,347			
Total Cash and Investments	<u>\$ 158,219,997</u>			

Investments categorized as Level 1 are valued using prices quoted in active markets for those investments. Investments categorized as Level 2 are valued at fair value based on the observable market prices of the underlying assets held by the pool or fund less liabilities.

As of June 30, 2020, the RTC had the following investments and maturities:

Government-Wide Balances:	Fair Value	Investment Maturities (In Years)			
		Less than 1	1 to 4	4 to 6	6 to 10
Commercial paper	\$ -	\$ -	\$ -	\$ -	\$ -
U.S. Treasury Notes	4,774,569	4,774,569	-	-	-
Money Market Mutual Funds	3,037,035	3,037,035	-	-	-
Federal Agency Bond	250,269	250,269	-	-	-
Washoe County Investment Pool	113,483,347	42,964,038	42,545,779	21,343,652	6,629,878
Total Investment	121,545,220	51,025,911	42,545,779	21,343,652	6,629,878
Total Cash	36,674,777	-	-	-	-
Total Cash and Investments	<u>\$ 158,219,997</u>	<u>\$ 51,025,911</u>	<u>\$ 42,545,779</u>	<u>\$ 21,343,652</u>	<u>\$ 6,629,878</u>

**Regional Transportation Commission
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NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE C – CASH AND INVESTMENTS (CONTINUED)

Credit Risk

Credit risk is defined as the risk that an issuer or other counterparty to an investment will not fulfill its obligations. The credit quality of investments is limited by NRS, which authorizes investments in obligations of the U.S. Treasury and agencies or instrumentalities of the U.S., obligations of the State of Nevada and local governments, notes, bonds and other obligations issued by corporations rated "A" or better by one or more nationally recognized bond credit rating agencies, commercial paper rated "A-1", "P-1" or better, repurchase agreements, certificates of deposit, and money market mutual funds rated "AAA" or its equivalent.

The RTC investment policy does not further limit its investment choices with the exception of investments in notes, bonds and other obligations issued by corporations. Pursuant to the RTC's formal investment policy, corporate obligations must be rated "AA" or better.

As of June 30, 2020, the RTC's investments were rated as follows:

Investment Type	Fair Value	Ratings	
		Moody's	Standard & Poor's
U.S. Treasury Notes	\$ 4,774,569	Aaa	AA+
Money Market Mutual Funds	3,037,035		
Federal Agency Bond	250,269	Aaa	AA+
Total Investments	<u>\$ 8,061,873</u>		

Interest Rate Risk

Interest rate risk is defined as the risk that changes in market interest rates will adversely affect the fair value of an investment. NRS 355.170 and NRS 355.171 limit maturities of authorized investments. The RTC's formal investment policy does not further limit investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The weighted average years to maturity for all investments at June 30, 2020 are 0.12 years.

Concentration of Credit Risk

Concentration of credit risk is defined as the risk of loss attributed to the magnitude of a government's investment in a single issuer. The RTC's formal investment policy requires investment portfolio diversification in order to eliminate the risk of loss from overconcentration. The policy places the statutory limits on investments. Amounts invested in direct obligations of the U.S. government, securities backed by the full faith and credit of the U.S. government, repurchase agreements or certificates of deposit are not limited. Investment limits per issuer are placed on the following securities: securities backed by federal agencies, 35%; agency issued mortgage-backed securities, 15%; corporate obligations, 4%; obligations issued by state and local governments, 25%. Other limits are placed on the following securities: bankers acceptances, 20% in the aggregate; commercial paper, 20% of portfolio; and money market funds, 45% of money market fund assets.

At June 30, 2020, RTC's investments were invested in the following:

U.S. Treasury	59.23%
Money Market Mutual Funds	37.67%
Federal Agency Bond	3.10%

**Regional Transportation Commission
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NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE D – RESTRICTED CASH AND INVESTMENTS

Governmental Funds

The restricted cash and investments balance of \$22,222,481 in the Debt Service Fund is restricted for required reserves and debt service on the bonds.

NOTE E – CAPITAL ASSETS

A summary of activity in capital assets used in the operation of governmental activities for the year ended June 30, 2020, follows:

Governmental Activities	Balance June 30, 2019	Additions & Reclassifications	Transfers/ Deletions	Balance June 30, 2020
Capital Assets not being depreciated:				
Land	\$ 2,282,090	\$ -	\$ -	\$ 2,282,090
Water Rights	1,300,000	-	-	1,300,000
Construction in progress	267,344	1,865,190	-	2,132,534
Total Capital Assets, not being depreciated	<u>3,849,434</u>	<u>1,865,190</u>	<u>-</u>	<u>5,714,624</u>
Capital Assets being depreciated:				
Revenue & support vehicles	5,494,853	924,892	-	6,419,745
Other equipment	4,224,412	24,414	(1,911,533)	2,337,293
Buildings and improvements	7,176,299	547,511	(981,848)	6,741,962
Total Capital Assets being depreciated	<u>16,895,564</u>	<u>1,496,817</u>	<u>(2,893,381)</u>	<u>15,499,000</u>
Less accumulated depreciation for:				
Revenue & support vehicles	(4,232,606)	(826,697)	-	(5,059,303)
Other equipment	(3,776,346)	(136,282)	1,911,533	(2,001,095)
Buildings and improvements	(5,913,602)	(625,164)	981,848	(5,556,918)
Total accumulated depreciation	<u>(13,922,554)</u>	<u>(1,588,143)</u>	<u>2,893,381</u>	<u>(12,617,316)</u>
Total Capital Assets being depreciated, net	<u>2,973,010</u>	<u>(91,326)</u>	<u>-</u>	<u>2,881,684</u>
Governmental activities Capital Assets, net	<u>\$ 6,822,444</u>	<u>\$ 1,773,864</u>	<u>\$ -</u>	<u>\$ 8,596,308</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE E – CAPITAL ASSETS (CONTINUED)

A summary of activity in capital assets used in business-type activities for the year ended June 30, 2020, follows:

Business-type Activities	Balance June 30, 2019	Additions	Transfers/ Deletions	Balance June 30, 2020
Capital Assets not being depreciated:				
Land	\$ 16,681,818	\$ -	\$ -	\$ 16,681,818
Construction in progress	3,569,032	19,097,990	(8,896,827)	13,770,195
Total Capital Assets, not being depreciated	20,250,850	19,097,990	(8,896,827)	30,452,013
Capital Assets being depreciated:				
Revenue vehicles	47,090,644	-	-	47,090,644
Tool and shop equipment	2,209,782	-	-	2,209,782
Office furniture and equipment	132,917	-	(5,324)	127,593
Support vehicles	569,485	-	-	569,485
Revenue collection and counting equipment	1,573,958	-	(5,488)	1,568,470
Miscellaneous fixtures and equipment	3,274,136	551,461	(8,351)	3,817,246
Buildings and improvements	64,540,617	40,529	-	64,581,146
Land improvements	1,364,355	-	-	1,364,355
Communications equipment	2,047,981	-	(37,140)	2,010,841
Surveillance equipment	1,081,656	-	(8,496)	1,073,160
Passenger shelters	11,593,565	-	-	11,593,565
Computer equipment	1,761,053	73,766	(85,697)	1,749,122
Intelligent transportation system	3,057,214	-	(3,057,214)	-
Total Capital Assets being depreciated	140,297,363	665,756	(3,207,710)	137,755,409
Less accumulated depreciation for:				
Revenue vehicles	(25,766,965)	(3,258,305)	-	(29,025,270)
Tool and shop equipment	(497,344)	(285,549)	-	(782,893)
Office furniture and equipment	(132,917)	-	5,324	(127,593)
Support vehicles	(507,736)	(21,242)	-	(528,978)
Revenue collection and counting equipment	(1,034,618)	(162,369)	5,488	(1,191,499)
Miscellaneous fixtures and equipment	(1,260,882)	(249,363)	8,351	(1,501,894)
Buildings and improvements	(24,834,644)	(2,257,100)	-	(27,091,744)
Land improvements	(709,130)	(55,049)	-	(764,179)
Communications equipment	(512,705)	(321,122)	37,140	(796,687)
Surveillance equipment	(899,889)	(48,552)	8,496	(939,945)
Passenger shelters	(5,118,738)	(1,015,130)	-	(6,133,868)
Computer equipment	(1,531,907)	(121,566)	85,697	(1,567,776)
Intelligent transportation system	(3,057,214)	-	3,057,214	-
Total accumulated depreciation	(65,864,688)	(7,795,347)	3,207,710	(70,452,325)
Total Capital Assets being depreciated, net	74,432,675	(7,129,591)	-	67,303,084
Business-type activities Capital Assets, net	<u>\$ 94,683,525</u>	<u>\$ 11,968,399</u>	<u>\$ (8,896,827)</u>	<u>\$ 97,755,097</u>

Construction in progress consist of construction of Virginia Street Bus Rapid Transit Stations, expected to be completed by Spring 2021. As of June 30, 2020, unexpended commitments balance of Virginia Street Bus Rapid Transit Extension project is \$17,792,573.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE E – CAPITAL ASSETS (CONTINUED)

Depreciation expense was charged to functions/programs of the primary government as follows:

<u>Governmental Activities:</u>	
Streets and highways	\$ 62,636
Transportation services	1,515,463
Metropolitan planning	<u>10,042</u>
Total depreciation expense - Governmental activities	<u>1,588,141</u>
Business-type activities:	
Public transportation	<u>\$ 7,795,347</u>

NOTE F – CONTINGENCIES

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable fund. The amount, if any, of expenditures that may be disallowed by the grantor cannot be determined at this time, although the RTC expects such amounts, if any, to be immaterial.

Business Disruption - In March 2020, the World Health Organization declared the coronavirus (COVID-19) outbreak to be a global pandemic. COVID-19 has impacted economic activity and financial markets globally and has resulted in a decrease in passenger fares and an increase in public transportation operating expenses. The continued spread of the disease represents a risk that operations could be disrupted in the near future. However, the RTC received Federal CARES Act funding and created health and safety guidelines to help mitigate the impact of the disruption in operations for the year ended June 30, 2020 and the subsequent fiscal year. The extent to which COVID-19 impacts the RTC will depend on future developments, which are still highly uncertain and cannot be predicted. As a result, the RTC has not yet determined the impact this disruption may have on its financial statements for the year ending June 30, 2021.

NOTE G – UNEARNED REVENUE

Governmental funds report unearned revenue in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, no unearned rental revenue was reported in the General Fund.

NOTE H – UNINSURED RISK

The RTC is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. The RTC is self-insured for municipal liability and business auto liability. The RTC administers claims and judgments falling under the self-insurance limit. Liabilities of any fund are reported when it is probable that a loss has occurred and the amount of the loss can be reasonably estimated. Liabilities include an amount for claims that have been incurred but not reported (IBNRs). The result of the process to estimate the claims liability is not an exact amount, as it depends on many factors, such as inflation, changes in legal doctrines and damage awards. Accordingly, claims are reevaluated periodically to consider the effects of inflation, recent claim settlement trends (including frequency and amount of payouts), and other economic and social factors. The estimate of the claims liability also includes amounts for incremental claim adjustment expenses related to specific claims and other claim adjustment expenses regardless of whether allocated to specific claims. All claims are liquidated as they become due and payable using current resources. Additional excess coverage insurance policies cover individual claims in excess of \$25,000 per event. Settlements have not exceeded coverage for each of the past five fiscal years. The RTC did not incur any liability claim in fiscal year 2020.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE I – LONG - TERM OBLIGATIONS

Current Refunding

On December 19, 2019, RTC issued Series 2019 Bonds for a total proceeds of \$56,235,000 with a premium of \$12,271,624 to refund and defease the Bonds Series 2010B for \$66,821,000 and 2010C for \$10,000,000. As a result of the refunding, RTC reduced annual debt service payments starting in FY 2021 by \$1.5 million, with a total savings of refunding of \$27.6 million. The refunding transaction resulted in a loss on refunding of \$2.9 million that is recorded as a deferred outflow of resources on the statement of net position. The deferred outflow is being amortized as an adjustment to interest expense over the original life of the refunded debt.

Revenue Bonds

The RTC issued revenue bonds to provide funds for the construction and pavement maintenance of certain streets and highways in the County. All revenue bonds are publicly issued debt. There are no subjective accelerative clauses related to the outstanding debt.

The bond Series 2010EF, Series 2018 and Series 2019 constitute special, limited obligations of Washoe County, payable solely from and secured by an irrevocable pledge of the Net Pledged Revenues, derived primarily from certain taxes on motor vehicle fuel collected by the RTC.

The bond Series 2010H constitutes special, limited obligations of Washoe County, payable from and secured by an irrevocable pledge of the Net Pledged Revenues, derived primarily from one-eighth of one percent (0.125%) sales tax collected by the RTC.

The bonds shall not be considered or held to be a general obligation of the County or RTC. Owners of the bonds may not look to any other funds or accounts other than those specifically pledged to the payment of the bonds.

Bonds outstanding at June 30, 2020 are as follows:

	<u>Date of Issue</u>	<u>Original Issue</u>	<u>Interest Rates to Maturity</u>	<u>Final Maturity</u>	<u>Principal Outstanding June 30, 2020</u>
Motor Vehicle Fuel Tax Series 2010E ⁽²⁾	12/16/2010	\$ 58,775,000	7.969 %	2/1/2040	\$ 58,775,000
Motor Vehicle Fuel Tax Series 2010F ⁽³⁾	12/16/2010	5,385,000	7.875	2/1/2040	5,385,000
Sales Tax Improvement Bonds Series 2010H ⁽²⁾	12/16/2010	20,000,000	7.451	2/1/2040	20,000,000
Motor Vehicle Fuel Tax Series 2018 ⁽¹⁾	12/20/2018	183,235,000	4 - 5.2	2/1/2043	179,005,000
Motor Vehicle Fuel Tax Series 2019 ⁽¹⁾	12/19/2019	56,235,000	4 - 5	2/1/2040	56,235,000
		<u>\$ 323,630,000</u>			<u>\$ 319,400,000</u>

¹ Tax Exempt Bond

² Taxable Direct Pay Build America Bond (BAB) providing federally refundable interest credits

³ Taxable Recovery Zone Economic Development Bond (RZEDB) providing federally refundable interest credits

The debt service on bond Series 2018 and 2019 will be payable from net pledged revenues.

The debt service on bond Series 2010E, 2010F, and 2010H will be payable from net pledged revenues and BAB and RZED interest credits to the extent that any such credits are actually received by the RTC.

Net pledged motor vehicle fuel tax revenues for the fiscal year on Motor Vehicle Fuel Tax bonds totaled \$85,470,620 with principal and interest payments on the bonds totaling \$20,690,462. Total principal and interest remaining to be paid on all motor vehicle fuel tax bonds before BAB and RZEDB credits is \$532,300,868 payable through 2043.

Pledged sales tax revenue for the fiscal year on the Series 2010H bonds totaled \$11,077,938. Interest payments totaling \$1,490,200 were made during FY 2020. Total principal and interest remaining to be paid on the Series 2010H bond before BAB interest credits, is \$42,442,785 payable through 2040.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE I – LONG TERM OBLIGATIONS (CONTINUED)

Compensated Absences

The liability for compensated absences is included in noncurrent liabilities on the government-wide Statement of Net Position. The governmental activities liability for compensated absences is for RTC employee benefits which are paid from the General Fund; therefore, no compensated absences liability is reported for in the business-type activities.

Changes in long-term liabilities

Changes in long-term liabilities, for the year ended June 30, 2020, were as follows:

	Balance July 1, 2019	Additions	Reductions	Balance June 30, 2020	Due Within One Year
GOVERNMENTAL ACTIVITIES					
Revenue Bonds					
Motor Vehicle Fuel Tax Bonds	\$ 326,612,000	\$ 56,235,000	\$ (83,447,000)	\$ 299,400,000	\$ 7,185,000
Sales Tax Improvement Bonds	20,000,000	-	-	20,000,000	-
Total Revenue Bonds	<u>346,612,000</u>	<u>56,235,000</u>	<u>(83,447,000)</u>	<u>319,400,000</u>	<u>7,185,000</u>
Less					
Bond Premium	22,016,318	12,271,624	(1,233,208)	33,054,734	1,503,411
Bond Discount	(9,248)	9,248	-	-	-
Total Bond Premiums and Discounts	<u>22,007,070</u>	<u>12,280,872</u>	<u>(1,233,208)</u>	<u>33,054,734</u>	<u>1,503,411</u>
Other Liabilities					
Compensated absences	808,247	691,173	(582,683)	916,737	396,003
Total Other Liabilities	<u>808,247</u>	<u>691,173</u>	<u>(582,683)</u>	<u>916,737</u>	<u>396,003</u>
Total Governmental Activities	<u>369,427,317</u>	<u>69,207,045</u>	<u>(85,262,891)</u>	<u>353,371,471</u>	<u>9,084,414</u>
Total Long-Term Obligations	<u>\$ 369,427,317</u>	<u>\$ 69,207,045</u>	<u>\$ (85,262,891)</u>	<u>\$ 353,371,471</u>	<u>\$ 9,084,414</u>

Long - term liabilities are liquidated from the General Fund for governmental activities.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE J – DEBT SERVICE REQUIREMENTS

Revenue bond debt service requirements to maturity are as follows:

Year Ending June 30,	Principal ¹	Interest ²	Total
2021	\$ 7,185,000	\$ 17,980,699	\$ 25,165,699
2022	7,540,000	17,621,449	25,161,449
2023	7,910,000	17,244,448	25,154,448
2024	8,300,000	16,848,949	25,148,949
2025	8,715,000	16,433,948	25,148,948
2026-2030	53,105,000	74,972,800	128,077,800
2031-2035	72,160,000	56,578,498	128,738,498
2036-2040	90,520,000	31,833,462	122,353,462
2041-2043	63,965,000	5,829,400	69,794,400
	<u>\$ 319,400,000</u>	<u>\$ 255,343,653</u>	<u>\$ 574,743,653</u>

¹ Principal amounts exclude discounts and premiums

² Interest amounts exclude Build America Bond (BAB) and Recovery Zone Economic Development Bond (RZEDB) credits in the amount of \$35,061,513 through 2043.

NOTE K – INTERFUND ACCOUNT BALANCES AND TRANSFERS

Interfund account balances are a result of the timing differences between the dates that interfund goods and services are provided or reimbursable expenditures occur, and transfers between funds are made. Interfund account balances at June 30, 2020 are summarized as follows:

	Due From						Total
	General Fund	Debt Service Fund	Regional Road Impact Fee Fund	Paratransit Fund	Nonmajor Governmental Funds	Proprietary Fund	
Due To:							
General Fund	\$ -	\$ -	\$ 198,544	\$ 259,231	\$ 530,060	\$ 1,440,190	\$ 2,428,025
Governmental Funds	-	-	198,544	259,231	530,060	1,440,190	2,428,025
Proprietary Fund	190,856	-	-	44,319	22,572	-	257,747
	<u>\$ 190,856</u>	<u>\$ -</u>	<u>\$ 198,544</u>	<u>\$ 303,550</u>	<u>\$ 552,632</u>	<u>\$ 1,440,190</u>	<u>\$ 2,685,772</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE K – INTERFUND ACCOUNT BALANCES AND TRANSFERS (CONTINUED)

Transfers are used to (1) move revenues from the fund that statute or budget requires collect them to the funds that statute or budget requires expend them and (2) move receipts to debt service from the funds collecting the receipts to the Debt Service Fund as debt service payments become due. Interfund transfer balances at June 30, 2020 were as follows:

Interfund transfers for the year ended June 30, 2020		
Transfers from:	Transfers to:	Amount
General Fund	Regional Road Impact Fee Fund	\$ 586,000
	Debt Service Fund	23,680,002
	Nonmajor Governmental Funds	1,630,000
	Subtotal	25,896,002
Public Transit Fund	Nonmajor Governmental Funds	260,000
Total Transfers In / Out		<u>\$ 26,156,002</u>

NOTE L – INVESTMENT INCOME

Investment income consists of the following as of June 30, 2020:

<u>Governmental Activities</u>	
Interest income	\$ 1,769,599
Net increase in the fair value of investments	2,127,067
Realized gain	406,900
	<u>\$ 4,303,566</u>
<u>Business-type Activities</u>	
Interest income	\$ 214,851
Net increase in the fair value of investments	344,787
Realized gain	48,090
	<u>\$ 607,728</u>

The calculation of realized gain or loss is independent of the calculation of the net change in the fair value of investments. Realized gains or losses on investments held more than one fiscal year, which were sold in the current year, have been included as a change in the fair value of investments as reported in prior years and the current year.

NOTE M – LEASE INCOME

The Proprietary Fund owns a building located on Terminal Way in Reno, Nevada. The acquisition cost and subsequent improvements of the building and land are \$6,563,799 as of June 30, 2020. As of June 30, 2020, accumulated depreciation of the building was \$4,496,334.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE M – LEASE INCOME (CONTINUED)

Building space is leased to Truckee Meadows Regional Planning Agency. Eventually, the RTC plans to fully occupy the building. Future minimum lease receipts are as follows:

Year ending June 30,

2021	<u>26,005</u>
	<u>\$ 26,005</u>

In addition, building space is leased to the General Fund and Special Revenue Funds on a month-to-month basis. Rental income from the Terminal building for the year ended June 30, 2020, was \$325,572 of which \$254,496 was received from the General Fund, and \$45,828 was received from the Special Revenue Fund.

In November 2018, RTC entered into a two year agreement with My Ride to Work, LLC. to allow the use of the Centennial Plaza property for passenger waiting, boarding and alighting for their service between Reno and the Tesla Factory east of Reno. Rental Income of \$18,000 was received in fiscal 2020.

In December 2018, RTC entered into a two year agreement with Greyhound Lines, Inc. to allow the use of the Centennial Plaza property for the conduct of business operations for passenger bus transportation. Rental income of \$56,400 was received in fiscal 2020.

Lease income of \$16,500 was received from Lamar Advertising Company for a billboard acquired through property acquisition for the Moana Lane widening project which was paid for by Motor Vehicle Fuel Tax Bond funds.

NOTE N – RETIREMENT PROGRAMS

The RTC contributes to the following retirement programs:

State of Nevada Public Employees' Retirement System

Plan Description

The RTC contributes to the Public Employees' Retirement System (PERS) (the System). PERS administers a cost-sharing, multiple-employer defined benefit Public employees' retirement system which includes both Regular and Police/Fire members. The System was established by the Nevada Legislature in 1947, effective July 1, 1948. The System is administered to provide a reasonable base income to qualified employees who have been employed by a public employer and whose earnings capacities have been removed or substantially impaired by age or disability.

Benefits, as required by the Nevada Revised Statutes (NRS) are determined by the number of years of accredited service at time of retirement and the member's highest average compensation in any 36 consecutive months with special provisions for members entering the System on or after January 1, 2010. Benefit payments to which participants or their beneficiaries may be entitled under the plan include pension benefits, disability benefits, and survivor benefits. Monthly benefit allowances for members are computed as 2.5% of average compensation for each accredited year of service prior to July 1, 2001.

**Regional Transportation Commission
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NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE N – RETIREMENT PROGRAMS (CONTINUED)

State of Nevada Public Employees’ Retirement System (continued)

For service earned on and after July 1, 2001, this multiplier is 2.67% of average compensation. For members entering the System on or after January 1, 2010, there is a 2.5% multiplier. PERS offers several alternatives to the unmodified service retirement allowance which in general, allows the retired employee to accept a reduced service retirement allowance payable monthly during his or her lifetime and various optional monthly payments to a named beneficiary after his or her death. Post-retirement increases are provided by authority of NRS 286.575 -.579.

Regular members are eligible for retirement at age 65 with five years of service, at age 60 with 10 years of service, or at any age with thirty years of service. Regular members entering the System on or after January 1, 2010, are eligible for retirement at age 65 with five years of service, or age 62 with 10 years of service, or any age with thirty years of service. The normal ceiling limitation on monthly benefits allowances is 75% of average compensation. However, a member who has an effective date of membership before July 1, 1985, is entitled to a benefit of up to 90% of average compensation. Members become fully vested as to benefits upon completion of five years of service.

Funding Policy

Plan members are funded under the employer pay contribution plan, wherein the RTC is required to contribute all amounts due under the plan. The authority for establishing and mending the obligation to make contributions and member contribution rates is set by statute. New hires, in agencies which did not elect the Employer-Pay Contribution (EPC) plan prior to July 1, 1983 have the option of selecting one of two contribution plans. Contributions are shared equally by employer and employee. Employees can take a reduced salary and have contributions made by the employer (EPC) or can make contributions by a payroll deduction matched by the employer.

The System’s basic funding policy provides for periodic contributions at a level pattern of cost as a percentage of salary throughout an employee’s working lifetime in order to accumulate sufficient assets to pay benefits when due. The System receives an actuarial valuation on an annual basis indicating the contribution rates required to fund the System on an actuarial reserve basis. Contributions actually made are in accordance with the required rates established by the Nevada Legislature. These statutory rates are increased/decreased pursuant to NRS 286.421 and 286.450. The actuary funding method used is the Entry Age Normal Cost Method. It is intended to meet the funding objective and result in a relatively level long-term contributions requirement as a percentage of salary. For the fiscal year ended June 30, 2020, the employer-pay contribution rate was 29.25% of annual covered payroll, of which 50% is considered to be employer-paid contribution. The RTC contributes 100% of the required annual contribution. The following are the rates and amounts contributed for the last three years:

<u>Year ending June 30,</u>	<u>Employers Contribution Required</u>	<u>Contribution Rate</u>
2020	\$ 902,300	29.25%
2019	826,107	28.00%
2018	751,033	28.00%

The System’s policies which determine the investment portfolio target asset allocation are established by the PERS Board. The asset allocation is reviewed annually and is designed to meet the future risk and return needs of the System. The following was the Board adopted policy target asset allocation as of June 30, 2019:

<u>Asset Class</u>	<u>Target Allocation</u>	<u>Long-term Geometric Expected Real Rate of Return</u>
U.S. Stocks	42.00%	5.50%
International Stocks	18.00%	5.50%
U.S. Bonds	28.00%	0.75%
Private Markets	12.00%	6.65%

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NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE N – RETIREMENT PROGRAMS (CONTINUED)

State of Nevada Public Employees' Retirement System (continued)

Pension Liability

The System's net pension liability was measured as of June 30, 2019 and the total pension liability used to calculate it was determined by an actuarial valuation as of that date. The employer allocation percentage of the net pension liability was based on the total contributions due on wages paid during the measurement period. Each employer's proportion of the net pension liability is based on their combined employer and member contributions relative to the total combined employer and member contributions for all employers for the period ended June 30, 2019. At June 30, 2019, RTC's proportion was .08581%, which was a .00486 increase from its proportion measured at June 30, 2018.

The following presents the net pension liability of the RTC as of June 30, 2019, calculated using the discount rate of 7.50%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.50%) or 1-percentage-point higher (8.50%) than the current discount rate:

	1% Decrease in Discount Rate (6.50%)	Discount Rate (7.50%)	1% Increase in Discount Rate (8.50%)
RTC's proportionate share of the net pension liability	\$ 18,118,604	\$ 11,701,659	\$ 6,367,551

Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the PERS Comprehensive Annual Financial Report, available on the PERS website at www.nvpers.org.

Actuarial Assumptions

The System's net pension liability was measured as of June 30, 2019, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The total pension liability was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Inflation rate	2.75%
Investment Rate of Return	7.5%
Productivity pay increase	0.50%
Projected salary increases	Regular: 4.25% to 9.15%, depending on service Rates include inflation and productivity increases
Mortality rate	Healthy/Regular: RP-2000 Combined Healthy Mortality Table projected to 2016 with Scale AA, set back one year for females (no age setback for males) Disables/Regular: RP-2000 Disabled Retiree Mortality table projected to 2016 with Scale AA, set forward three years
Other assumptions	Same as those used in the June 30, 2019 funding actuarial valuation

Actuarial assumptions used in the June 30, 2019 valuation were based on the results of the experience review completed in 2017.

The discount rate used to measure the total pension liability was 7.50% as of June 30, 2019. The projection of cash flows used to determine the discount rate assumed plan contributions will be made in amounts consistent with statutory provisions and recognizing the plan's current funding policy and cost-sharing mechanism between employers and members. For this purpose, all contributions that are intended to fund benefits for all plan members and their beneficiaries are included, except that projected contributions that are intended to fund the service costs for future plan members and their beneficiaries are not included. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected.

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NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE N – RETIREMENT PROGRAMS (CONTINUED)

State of Nevada Public Employees’ Retirement System (continued)

future benefit payments for current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability as of June 30, 2019.

Pension Expense, Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pension

As of June 30, 2020, RTC's total pension expense is \$1,232,512. At June 30, 2019, the plan's measurement date, RTC's reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual experience	\$ 438,799	\$ 337,520
Changes of assumptions	476,209	-
Net difference between projected and actual earnings on investments	-	582,115
Changes in proportion and differences between actual contributions and proportionate share of contributions	620,078	408,270
Total before contribution subsequent to measurement date	1,535,086	1,327,905
Contributions subsequent to the measurement date	902,300	-
Total	\$ 2,437,386	\$ 1,327,905

As of June 30, 2019, RTC reported \$902,300 deferred outflows of resources related to pensions resulting from employer contributions subsequent to the measurement date which will be recognized as a reduction of the net pension liability in the year ending June 30, 2020.

Average expected remaining service lives are 6.18 years.

RTC's deferred outflows/(inflows) of resources related to pension will be recognized as follows:

Reporting period ended June 30:

2021	\$ 35,590
2022	(232,433)
2023	91,494
2024	150,182
2025	139,088
2026	23,260

Additional information supporting the Schedule of Employer Allocations and the Schedule of Pension amounts by Employer is located in the PERS Comprehensive Annual Financial Report available on the PER's website at www.nvpers.org under Quick Links – Publications.

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Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE N – RETIREMENT PROGRAMS (CONTINUED)

RTC – Internal Revenue Code Section 457 Deferred Compensation Plan

The RTC offers a non-qualified deferred compensation plan to its employees under Internal Revenue Code (IRC) Section 457. The plan is offered to all RTC employees and permits them to defer a portion of their salary until future years. The accumulated amount of each employee's deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency. All assets and income of the plan are held in trust for the exclusive benefit of the participants and their beneficiaries and are administered by an independent plan administrator. The RTC does not have fiduciary accountability for the plan. The RTC elects to contribute to each employee's deferred compensation plan, as matching funds, up to 1% of each employee's annual base salary. The RTC also matches 7% of the Executive Director's salary. Total contributions to the plan for the year ended June 30, 2020 were \$56,091.

RTC – 401(a) Plan

On December 17, 2004, the RTC established a 401(a) Money Purchase Retirement Plan through ICMA Retirement Corporation. The ICMA Retirement Corporation Governmental Money Purchase Plan & Trust was established for the exclusive benefit of eligible employees and their beneficiaries under Section 401(a) of the IRC. The plan year coincides with the calendar year. All employees whose positions are covered by PERS are eligible to participate. The Plan is voluntary and there are no mandatory contributions from employees or the RTC. Contributions are limited to less than 25% of compensation, and compensation has been defined to include overtime and bonuses. The decision to participate is a one-time irrevocable decision. Loans are not permitted under the plan.

In 2009, the Internal Revenue Service (IRS) ruled that annual open enrollment periods for 401(a) plans would no longer be allowed. New plan enrollments are only allowed for new hires within the first sixty days of employment.

RTC – Retirement Health Savings Plans

On December 17, 2004, the RTC established a Retirement Health Savings Plan (RHS Plan). The RHS Plan was funded through voluntary employee contributions. The assets of the Plan are held in trust for the exclusive benefit of the RHS Plan participants and their beneficiaries, with the ICMA Retirement Corporation serving as the trustee. Once an employee participates in the RHS Plan, the election to contribute is irrevocable. The participant is eligible to receive benefits upon separation from service.

In 2007, the IRS ruled that the elective features of the types of plans like the RHS Plan would not be permitted after December 31, 2007. Although the ICMA and IRS reached a settlement preserving the existing favorable tax treatment of participants already in the RHS Plan, no new participants can join the plan and no further contributions can be made to the Plan by existing participants.

NOTE O – FUND BALANCES / NET POSITION

Government-wide Financial Statements

The government-wide Statement of Net Position is categorized as net investment in capital assets, restricted and unrestricted. Governmental Activities reports \$8,596,308 in net investment in capital assets and \$113,863,730 of restricted net position which is restricted by terms of grants and by enabling legislation for street and highway construction. Another \$22,248,967 is subject to restrictions by the terms of bond covenants for future debt service requirements of principal and interest. Unrestricted net position is \$(372,506,416), and total net position is \$(227,797,411). The negative unrestricted balances are the result of bonds issued during the fiscal years ended June 30, 2010 and June 30, 2020 totaling \$323,630,000 in the aggregate. Proceeds of the bonds have been used to fund various streets and highways projects.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE O – FUND BALANCES / NET POSITION (CONTINUED)

Government-wide Financial Statements (continued)

RTC's Street and Highway program builds and maintain streets and highways, which are then dedicated to Reno, Sparks, and Washoe County. As a result the RTC carries a large debt burden with no offsetting asset. The debt will be paid through pledged motor vehicle fuel and sales taxes projected to be collected over the next 23 years. Management believes that the RTC will have sufficient cash flow to service the debt.

The net position for Business-type Activities is categorized as net investment in capital assets and unrestricted. The total net position at June 30, 2020 is \$115,238,210.

Fund Financial Statements

Governmental Funds

Governmental fund balances are classified as nonspendable, restricted, and assigned based primarily on the extent to which the RTC is bound to honor constraints on the specific purposes for which amounts in those funds can be spent.

Nonspendable funds include amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. At June 30, 2020, nonspendable funds consisted of prepaid items and deposits totaling \$450,833.

Restricted fund balances are restricted to specific purposes either by external restrictions (debt covenants, grantors, laws or regulations of other governments) or restrictions imposed by law through constitutional provisions or enabling legislation.

At June 30, 2020, the RTC had \$7,597,574 in restricted fund balances on unspent federal grants match.

The restricted amounts for street and highway construction represent project appropriations for construction planning commitments as permitted by state statute.

The changes in the amounts for project appropriations in the General Fund (Regional Streets and Highways) during the year ended June 30, 2020 were as follows:

Balance at July 1, 2019	\$	159,081,303
Project appropriations		101,767,233
Expenditures		77,309,279
Net project adjustments		<u>(16,964,618)</u>
Total balance for project appropriations at June 30, 2020	\$	<u>166,574,639</u>

The total balance for project appropriations exceeds the available restricted fund balance of \$88,108,627 for street and highway construction in the General Fund by \$78,466,012. Since the expenditures for these projects will span more than one year, future revenue sources will be required to fund these appropriations.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE O – FUND BALANCES / NET POSITION (CONTINUED)

Fund Financial Statements (continued)

The changes in the amounts for project appropriations of the Special Revenue Fund (Regional Road Impact Fee) during the year ended June 30, 2020 were as follows:

Balance at July 1, 2019	\$	9,573,297
Project appropriations		6,909,038
Expenditures		2,813,060
Net project adjustments		(570,978)
Total balance for project		13,098,297
appropriations at June 30, 2020	\$	13,098,297

The available restricted fund balance for street and highway construction in the Regional Road Impact Fee Fund is \$18,157,529 which exceeds the total balance for project appropriations by \$(5,059,232) which will be used for future project expenditures.

Debt Service restricted funds of \$22,248,967 represents resources legally restricted by bond covenants for future debt service requirements of both principal and interest.

Assigned fund balances represent amounts that are constrained by the RTC's intent to use the funds for specific purposes. The RTC had \$3,621,461 in assigned balances which have been assigned for the purposes of the Paratransit Services Fund, \$48,075 have been assigned for the purposes of the Debt Service Fund, and \$712,655 assigned for purposes of the Metropolitan Planning Organization fund.

NOTE P – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS

In addition to the pension benefits described in Note N, the RTC provides other postemployment health benefits (OPEB) for eligible retirees through the RTC Retiree Health Benefit Program (RTC RHBP), a single employer defined benefit OPEB plan, and participates in the State of Nevada's Public Employee Benefit Plan (PEBP), an agent multiple-employer defined benefit OPEB plan.

RTC Retiree Health Benefit Program (RTC RHBP)

Plan Description

In accordance with NRS 287.010, the RTC Commission established and administers a retiree health insurance plan through the RTC Personnel Rules to provide postemployment benefits to eligible employees upon retirement. Retirees are offered medical, vision, and life insurance coverage through a single-employer defined benefit plan. As of June 30, 2020, all employees hired before June 1, 2013 who retire from the RTC and meet the requirements for retirement under the Public Employees Retirement System of Nevada (PERS) are eligible to participate. The plan benefit formula is based on years of service and retirees can choose from a self-funded group health plan or an HMO. The plan does not issue a separate financial report.

Funding Policy

The contribution requirements and benefits of the RTC are established and may be amended by the RTC Commission through the RTC Personnel Rules. The RTC contributes 50% of the health benefit premium for retirees with at least 10 years of service, 75% with 15 years, and 100% with 20 years or more. The benefit is reduced by 50% for part-time employees achieving the required milestones. Benefits are paid on a pay-as-you-go basis.

As of June 30, 2018 actuarial evaluation, the following employees were covered by the benefit terms:

Active employees		68
Retirees		37
Total Participants		105

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE P – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (CONTINUED)

State of Nevada’s Public Employee Benefit Plan (PEBP)

Plan Description

NRS 287.023 allowed retired employees of governmental entities within the State of Nevada to join the State’s Public Employee Benefit Program (PEBP), an agent multiple-employer defined benefit OPEB plan administered by a nine member governing board. PEBP provided medical, prescription, vision, life and accident insurance, and dental for retirees. The Plan is not accounted for as a trust fund, as an irrevocable trust has not been established to account for the Plan and no financial reports are issued.

Eligibility, benefit provisions, and subsidy requirements are governed by statutes of the State of Nevada and can only be amended through legislation. The statutes were revised effective November 30, 2008, to create new participation limitations so that only active members of PEBP can elect coverage after retirement. While the plan is generally closed to RTC retirees after September 1, 2008, former employees covered by PEBP at the time of their retirement (through a subsequent employer) may join the plan. For a retiree to participate in the PEBP program, the participant must be receiving PERS benefit.

Funding Policy

The RTC is required to provide a subsidy for their retirees that have elected to join PEBP. The subsidy is paid on the pay-as-you-go basis. Contribution requirements for plan members and the participating employers are assessed by the PEBP Board annually. Unsubsidized non-state retiree plan rates in effect for the fiscal year ranged from \$432 to \$813 per month. The contributions required for PEBP subsidies depend on the date of retirement or prior years of Public Employees Retirement System (PERS) service former employees earned while working for the RTC. The subsidy depends on years of service and ranges from a minimum of \$35 for 16 years of service to a maximum of \$174 for 20 years of service. These subsidies are then allocated and billed to all applicable former employers of the retiree.

RTC’s portion of the monthly subsidies ranged from \$2 to \$91 during the 2020 fiscal year. Subsidies for retiree premiums are required to be paid directly to the State when due.

As of June 30, 2018 actuarial evaluation, the following employees were covered by the benefit terms:

Active employees	0
Retirees	7
Total Participants	<u>7</u>

Total OPEB Liability

An actuarial valuation performed as of June 30, 2018 was used to determine the total OPEB liability for both the RTC and PEBP plans for their fiscal year ended June 30, 2020. The plans are funded on a pay-as-you-go basis with zero percent funding for the plan. For fiscal year 2020, the RTC’s cost of the RTC plan was \$269,427 for 38 eligible retirees. The RTC’s cost of the PEBP plan was \$3,995 for 7 eligible retirees. The RTC RHBP total OPEB liability is \$15,327,825. The PEBP total OPEB liability is \$70,114. RTC’s total OPEB liability for both plans is \$15,397,939.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE P – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (CONTINUED)

Actuarial Assumptions

The total OPEB liability in the June 30, 2018 actuarial valuation was determined using the following actuarial methods and assumptions, applied to all periods included in the measurement, unless otherwise specified:

	<u>RTC Plan</u>	<u>PEBP</u>
Funding Method	Entry Age Normal	Entry Age Normal
Discount Rate	2.79% as of June 30, 2019	2.79% as of June 30, 2019
Salary Increase	4.00% per year	Not Applicable
General Inflation Rate	2.75% per year	2.75% per year
Municipal Bond Index	S&P General Obligation Municipal Bond 20 Year High Grade	S&P Municipal Bond 20 Year High Grade Index
Mortality Rate	Headcount Weighted RP 2014 Healthy Annuitant, set forward 1 year; projected with MacLeod Watts Scale 2018	Headcount Weighted RP 2014 Healthy Annuitant, set forward 1 year; projected with MacLeod Watts Scale 2018
Healthcare Cost Trend	6.00% for 2020, decreasing 0.25% per year to 5.00% by 2024	Before Medicare: 6.25% for 2019, decreasing 0.25% per year to 5.00% by 2024. After Medicare: 4.5% per year

Mortality rates were based on the most recently published report of the Nevada Public Employees Retirement System, dated June 30, 2017, except for a different basis used to project future mortality improvements. The discount rate was based on the published change in return for the applicable municipal bond index.

The actuarial assumptions used for the fiscal year ending June 30, 2020 were measured as of June 30, 2019, based on a June 30, 2019 measurement date for both plans.

Changes in OPEB Liabilities

Changes in the Total OPEB Liability - RTC PLAN:

Balance at June 30, 2019	\$ 14,435,328
Service Cost	378,080
Interest	435,390
Changes of assumptions	485,035
Benefit Payments	(406,008)
Net Changes	892,497
Balance at June 30, 2020	\$ 15,327,825

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE P – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (CONTINUED)

Changes in OPEB Liabilities (continued)

Changes in the Total OPEB Liability - PEBP:

Balance at June 30, 2019	\$ 70,166
Interest	2,037
Changes of assumptions	1,553
Benefit Payments	(3,642)
Net Changes	(52)
Balance at June 30, 2020	\$ 70,114

Changes in assumptions reflect a change in the discount rate from 2.98% as of June 30, 2018 to 2.79% as of June 30, 2019, based on the published change in the return for the applicable municipal bond index, as well as change in mortality rate based on a switch from the MacLeod Watts Scale 2016 to the MacLeod Watts Scale 2018 and an assumed healthcare trend increase of 0.25% per year for 2020 through 2023.

Sensitivity of the total OPEB liabilities to changes in the discount rate. The following presents the total OPEB liabilities of the plans, as well as what each plan's total OPEB liability would be if it were calculated using a discount rate that is 1-percentage-point lower (1.79 percent) or 1-percentage-point higher (3.79 percent) than the current discount rate:

	Current - 1% 1.79%	Current 2.79%	Current +1% 3.79%
RTC PLAN - Total OPEB Liability	\$ 18,285,371	\$ 15,327,825	\$ 13,004,277
PEBP - Total OPEB Liability	\$ 79,288	\$ 70,114	\$ 62,536

Sensitivity of the total OPEB liabilities to changes in the healthcare cost trend rates. The following presents the total OPEB liabilities of the plans, as well as what each plan's total OPEB liability would be if it were calculated using healthcare cost trend rates that are 1-percentage-point lower or 1-percentage-point higher than the current healthcare cost trend rates:

	Current Trend -1%	Current Trend	Current Trend +1%
RTC PLAN - Total OPEB Liability	\$ 12,505,584	\$ 15,327,825	\$ 19,310,620
PEBP - Total OPEB Liability	\$ 62,403	\$ 70,114	\$ 79,261

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO FINANCIAL STATEMENTS

June 30, 2020

NOTE P – POSTEMPLOYMENT BENEFITS OTHER THAN PENSIONS (CONTINUED)

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2020, the RTC recognized OPEB expense of \$667,132. At June 30, 2020, the RTC reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	RTC PLAN	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of assumptions	\$ 924,149	\$ 588,414
Differences between expected and actual experiences	-	691,718
Net difference between projected and actual earnings on investments	-	-
Benefits paid subsequent to the measurement date	431,073	-
Total	\$ 1,355,222	\$ 1,280,132

	PEBP PLAN	
	Deferred Outflows of Resources	Deferred Inflows of Resources
Changes of assumptions	\$ -	\$ -
Differences between expected and actual experiences	-	-
Net difference between projected and actual earnings on investments	-	-
Benefits paid subsequent to the measurement date	4,206	-
Total	\$ 4,206	\$ -

\$435,279 reported as deferred outflows of resources related to benefits paid subsequent to measurement date will be recognized as a reduction of other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be the total OPEB liability in the year ended June 30, 2020. OPEB expense as follows:

Year ended June 30,	
2021	\$ (149,928)
2022	(149,928)
2023	(149,928)
2024	(2,826)
2025	44,660
Thereafter	51,967



REQUIRED SUPPLEMENTARY INFORMATION

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

REQUIRED SUPPLEMENTARY INFORMATION

June 30, 2020

SCHEDULE OF CHANGES IN THE TOTAL OPEB LIABILITY AND RELATED RATIOS - PEBP ^{1, 2}

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total OPEB liability			
Service Cost	\$ -	\$ -	\$ -
Interest	2,037	2,274	2,116
Changes of benefit terms	-	-	-
Differences between expected and actual experiences	-	(5,598)	-
Changes of assumptions or other inputs	1,553	3,406	(3,835)
Benefit payments	<u>(3,642)</u>	<u>(5,112)</u>	<u>(4,069)</u>
Net change in total OPEB liability	(52)	(5,030)	(5,788)
Total OPEB liability - beginning	70,166	75,196	80,984
Total OPEB liability - ending	<u>\$ 70,114</u>	<u>\$ 70,166</u>	<u>\$ 75,196</u>

¹ GASB Statement No. 75 requires 10 years of information to be presented in this table. However, until ten years of data is available, the RTC will present information only for those years which information is available.

² The amounts presented for each fiscal year were determined as of the year-end that occurred one year prior.

Note: There are no assets accumulated in a trust to pay related benefits.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

REQUIRED SUPPLEMENTARY INFORMATION

June 30, 2020

SCHEDULE OF CHANGES IN THE TOTAL OPEB LIABILITY AND RELATED RATIOS-RTC Plan ^{1, 2}

	<u>2020</u>	<u>2019</u>	<u>2018</u>
Total OPEB liability			
Service Cost	\$ 378,080	\$ 476,389	\$ 518,107
Interest	435,390	451,548	403,526
Changes of benefit terms	-	-	-
Differences between expected and actual experiences	-	(984,820)	-
Changes of assumptions or other inputs	485,035	727,940	(1,140,051)
Benefit payments	<u>(406,008)</u>	<u>(371,592)</u>	<u>(369,079)</u>
Net change in total OPEB liability	892,497	299,465	(587,497)
Total OPEB liability - beginning	14,435,328	14,135,863	14,723,360
Total OPEB liability - ending	<u>\$ 15,327,825</u>	<u>\$ 14,435,328</u>	<u>\$ 14,135,863</u>
Covered employee payroll	\$ 4,545,798	\$ 4,105,655	\$ 3,857,000
Net OPEB liability as a percentage of covered payroll	337.19%	351.60%	366.50%

¹ GASB Statement No. 75 requires 10 years of information to be presented in this table. However, until ten years of data is available, the RTC will present information only for those years which information is available.

² The amounts presented for each fiscal year were determined as of the year-end that occurred one year prior.

Note: There are no assets accumulated in a trust to pay related benefits.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

REQUIRED SUPPLEMENTARY INFORMATION

June 30, 2020

SCHEDULE OF PROPORTIONATE SHARE OF THE NET PENSION LIABILITY - LAST TEN YEARS ^{1, 2}

	<u>2019 Valuation</u>	<u>2018 Valuation</u>	<u>2017 Valuation</u>	<u>2016 Valuation</u>	<u>2015 Valuation</u>	<u>2014 Valuation</u>
RTC's proportion of the net pension liability	0.08581%	0.08096%	0.08207%	0.08636%	0.08468%	0.08501%
RTC's proportionate share of the net pension liability	\$ 11,701,659	\$ 11,040,636	\$ 10,915,835	\$ 11,621,332	\$ 9,704,188	\$ 8,860,041
RTC's covered payroll	\$ 5,910,545	\$ 5,364,778	\$ 5,262,122	\$ 5,279,436	\$ 5,076,193	\$ 5,003,226
RTC's proportionate share of the net pension liability as a percentage of its covered payroll	197.98%	205.80%	207.44%	220.12%	191.17%	177.09%
Plan fiduciary net position as a percentage of the total pension liability	76.46%	75.24%	74.42%	72.20%	75.10%	76.30%

SCHEDULE OF THE REGIONAL TRANSPORTATION COMMISSION'S CONTRIBUTION - LAST TEN YEARS ^{2, 3}

State of Nevada Public Employees' Retirement System (PERS)

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>
Statutorily required contribution	\$ 1,804,601	\$ 1,652,215	\$ 1,502,067	\$ 1,473,393	\$ 1,464,380	\$ 1,287,423
Contributions in relation to the statutorily required contribution	\$ 1,804,601	\$ 1,652,215	\$ 1,502,067	\$ 1,473,393	\$ 1,464,380	\$ 1,287,423
Contribution (deficiency) excess	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Employer's covered payroll	\$ 6,199,104	\$ 5,910,545	\$ 5,364,778	\$ 5,262,122	\$ 5,279,436	\$ 5,076,193
Contributions as a percentage of covered payroll	29.25%	28.00%	28.00%	28.00%	27.74%	25.36%

¹ The amounts presented for each fiscal year is of the valuation determined one year in arrears from the basic financial statements. For example, the fiscal year 2018 basic financial statements are based on the 2017 valuation.

² GASB Statement No. 68 requires ten years of information to be presented in this table. However, until ten years of data is available, the RTC will present information only for those years which information is available.

³ Amounts reported above for statutorily required contributions include employer and employee contributions made to the Plan. RTC contributes the employees' share on their behalf.



NON-MAJOR GOVERNMENTAL FUNDS

Metropolitan Planning Organization Fund

This fund is used to account for resources provided for transportation planning.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**BALANCE SHEET
NONMAJOR GOVERNMENTAL FUND
METROPOLITAN PLANNING ORGANIZATION**

June 30, 2020

Assets

Cash in custody of County Treasurer	\$	292,882
Cash in bank and on hand		1,094,202
Due from federal government		302,847
Interest receivable		790
Prepays		12,095
Total assets	\$	1,702,816

Liabilities

Accounts payable	\$	106,649
Due to other funds		552,632
Total liabilities		659,281

FUND BALANCE

Nonspendable:		
Prepays		12,095
Restricted for:		
Federal grants match		318,785
Assigned:		
Subsequent years actual & budget: appropriation of fund balance		712,655
Total fund balance		1,043,535
Total liabilities and fund balance	\$	1,702,816

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
SPECIAL REVENUE FUND
(Metropolitan Planning Organization Fund)**

Year ended June 30, 2020

	Budgeted Amounts		Actual Amounts	Variance to Final Budget
	Original	Final		
Revenues				
Regional transportation planning operating and capital grants:				
Federal Highway Administration	\$ 3,228,236	\$ 3,228,236	\$ 1,052,449	\$ (2,175,787)
Investment income	8,000	8,000	12,023	4,023
Miscellaneous	1,000	1,000	1,000	-
Total revenues	<u>3,237,236</u>	<u>3,237,236</u>	<u>1,065,472</u>	<u>(2,171,764)</u>
Expenditures				
Current:				
Metropolitan planning	4,683,913	4,683,913	2,794,325	1,889,588
Total expenditures	<u>4,683,913</u>	<u>4,683,913</u>	<u>2,794,325</u>	<u>1,889,588</u>
Deficiency of revenues under expenditures	<u>(1,446,677)</u>	<u>(1,446,677)</u>	<u>(1,728,853)</u>	<u>(282,176)</u>
Other financing sources				
Transfers in	1,400,000	1,400,000	1,890,000	490,000
Total other financing sources	<u>1,400,000</u>	<u>1,400,000</u>	<u>1,890,000</u>	<u>490,000</u>
Net change in fund balance	(46,677)	(46,677)	161,147	207,824
Fund balance - beginning	198,285	198,285	882,388	684,103
Fund balance - ending	<u>\$ 151,608</u>	<u>\$ 151,608</u>	<u>\$ 1,043,535</u>	<u>\$ 891,927</u>



**CAPITAL ASSETS USED IN THE OPERATION OF
GOVERNMENTAL FUNDS**

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**CAPITAL ASSETS USED IN THE OPERATION OF GOVERNMENTAL FUNDS
SCHEDULE BY SOURCES**

June 30, 2020

Governmental funds capital assets

Land	\$ 2,282,090
Buildings and leasehold improvements	8,041,962
Revenue vehicles	6,419,745
Other equipment	2,337,293
Construction in progress	<u>2,132,534</u>
 Total governmental funds capital assets	 <u>\$ 21,213,624</u>

**Investments in governmental capital assets
by source**

General fund	\$ 3,662,114
Special revenue funds	<u>17,551,510</u>
 Total governmental funds capital assets	 <u>\$ 21,213,624</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**CAPITAL ASSETS USED IN THE OPERATION OF GOVERNMENTAL FUNDS
SCHEDULE BY FUNCTION AND ACTIVITY**

June 30, 2020

Function and Activity	Land	Buildings and Leasehold Improvements	Revenue Vehicles	Other Equipment	Construction in Progress	Total
General government	\$ 1,407,500	\$ 1,351,886	\$ -	\$ 902,728	\$ -	\$ 3,662,114
Metropolitan planning	-	-	-	195,099	-	195,099
Transportation services	874,590	6,690,076	6,419,745	1,239,466	2,132,534	17,356,411
Total governmental funds capital assets	<u>\$ 2,282,090</u>	<u>\$ 8,041,962</u>	<u>\$ 6,419,745</u>	<u>\$ 2,337,293</u>	<u>\$ 2,132,534</u>	<u>\$ 21,213,624</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**CAPITAL ASSETS USED IN THE OPERATION OF GOVERNMENTAL FUNDS
SCHEDULE OF CHANGES BY FUNCTION AND ACTIVITY**

Year ended June 30, 2020

Function and Activity	Governmental Funds Capital Assets July 1, 2019	Additions	Deletions	Governmental Funds Capital Assets June 30, 2020
General government	\$ 3,662,114	\$ -	\$ -	\$ 3,662,114
Metropolitan planning	195,099	-	-	195,099
Transportation services	16,887,785	3,362,007	(2,893,381)	17,356,411
Total governmental funds capital assets	<u>\$ 20,744,998</u>	<u>\$ 3,362,007</u>	<u>\$ (2,893,381)</u>	<u>\$ 21,213,624</u>



OTHER SUPPLEMENTARY INFORMATION

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CURRENT EXPENDITURES - BUDGET AND ACTUAL
GENERAL FUND
(Regional Street and Highway Fund)**

**Year ended June 30, 2020
With comparative actual amounts for the year ended June 30, 2019**

	<u>Actual Amounts</u>	<u>Final Budget</u>	<u>Variance to Final Budget</u>	<u>2019 Actual Amounts</u>
Labor	\$ 2,472,561	\$ 2,626,522	\$ 153,961	\$ 2,319,090
Fringe	1,134,929	1,261,297	126,368	882,812
Services	2,673,046	2,779,785	106,739	2,582,744
Materials and supplies	73,565	110,562	36,997	82,455
Utilities	24,737	21,780	(2,957)	19,405
Insurance costs	31,660	37,491	5,831	29,949
Miscellaneous expense	354,908	465,836	110,928	420,322
Street and highway projects	77,309,279	88,694,632	11,385,353	42,562,714
Total current expenditures	<u>\$ 84,074,685</u>	<u>\$ 95,997,905</u>	<u>\$ 11,923,220</u>	<u>\$ 48,899,491</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CURRENT EXPENDITURES - BUDGET AND ACTUAL
DEBT SERVICE**

Year ended June 30, 2020

With comparative actual amounts for the year ended June 30, 2019

	<u>Actual Amounts</u>	<u>Final Budget</u>	<u>Variance to Final Budget</u>	<u>2019 Actual Amounts</u>
Principal	\$ 6,626,000	\$ 6,626,000	\$ -	\$ 2,303,000
Interest	15,554,662	17,927,552	2,372,890	19,445,659
Debt service fees and other fiscal charges	34,853	55,050	20,197	43,966
Total current expenditures	<u>\$ 22,215,515</u>	<u>\$ 24,608,602</u>	<u>\$ 2,393,087</u>	<u>\$ 21,792,625</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CURRENT EXPENDITURES - BUDGET AND ACTUAL
SPECIAL REVENUE FUND
(Regional Road Impact Fee Fund)**

Year ended June 30, 2020

With comparative actual amounts for the year ended June 30, 2019

	Actual Amounts	Final Budget	Variance to Final Budget	2019 Actual Amounts
Labor	\$ 395,856	\$ 360,337	\$ (35,519)	\$ 326,191
Fringe	182,840	171,435	(11,405)	151,387
Services	121,722	117,862	(3,860)	110,334
Materials and supplies	8,182	11,426	3,244	8,043
Utilities	3,989	2,960	(1,029)	2,769
Miscellaneous expense	19,676	25,417	5,741	23,049
Capacity improvement projects	2,813,060	4,723,088	1,910,028	2,105,218
Capital contribution projects	-	11,000,000	11,000,000	-
Total current expenditures	<u>\$ 3,545,325</u>	<u>\$ 16,412,525</u>	<u>\$ 12,867,200</u>	<u>\$ 2,726,991</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CURRENT EXPENDITURES - BUDGET AND ACTUAL
SPECIAL REVENUE FUND
(Paratransit Services Fund)**

Year ended June 30, 2020

With comparative actual amounts for the year ended June 30, 2019

	<u>Actual Amounts</u>	<u>Final Budget</u>	<u>Variance to Final Budget</u>	<u>2019 Actual Amounts</u>
Labor	\$ 618,897	\$ 529,424	\$ (89,473)	\$ 489,952
Fringe	285,560	268,533	(17,027)	227,389
Services	278,764	384,174	105,410	222,203
Materials and supplies	231,393	281,644	50,251	138,348
Utilities	23,853	44,077	20,224	20,203
Casualty/liability insurance	88,319	74,738	(13,581)	59,898
Miscellaneous expense	261,213	418,177	156,964	400,491
Purchased transportation services	6,925,205	8,545,425	1,620,220	7,100,833
Total current expenditures	<u>\$ 8,713,204</u>	<u>\$ 10,546,192</u>	<u>\$ 1,832,988</u>	<u>\$ 8,659,317</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CURRENT EXPENDITURES - BUDGET AND ACTUAL
SPECIAL REVENUE FUND - NONMAJOR FUND
(Metropolitan Planning Organization Fund)**

Year ended June 30, 2020

With comparative actual amounts for the year ended June 30, 2019

	<u>Actual Amounts</u>	<u>Final Budget</u>	<u>Variance to Final Budget</u>	<u>2019 Actual Amounts</u>
Labor	\$ 1,090,357	\$ 1,138,073	\$ 47,716	\$ 954,409
Fringe	505,993	534,018	28,025	442,946
Services	857,694	2,424,694	1,567,000	799,256
Materials and supplies	44,440	50,851	6,411	37,851
Utilities	10,984	9,221	(1,763)	8,102
Casualty/liability insurance	15,830	18,684	2,854	14,975
Miscellaneous expense	269,027	508,371	239,344	395,784
Total current expenditures	<u>\$ 2,794,325</u>	<u>\$ 4,683,912</u>	<u>\$ 1,889,587</u>	<u>\$ 2,653,323</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF REVENUES, EXPENDITURES
AND CHANGES IN FUND BALANCE - BUDGET AND ACTUAL
DEBT SERVICE FUND**

Year ended June 30, 2020

	<u>Budgeted Amounts</u>		<u>Actual Amounts</u>	<u>Variance to Final Budget</u>
	<u>Original</u>	<u>Final</u>		
Revenues				
Investment income	\$ 400,000	\$ 400,000	\$ 233,541	\$ (166,459)
Total revenues	<u>400,000</u>	<u>400,000</u>	<u>233,541</u>	<u>(166,459)</u>
Expenditures				
Current:				
Debt service:				
Principal	6,626,000	6,626,000	6,626,000	-
Interest	17,927,552	17,927,552	15,554,662	2,372,890
Debt service fees and other fiscal charges	55,050	55,050	34,853	20,197
Total expenditures	<u>24,608,602</u>	<u>24,608,602</u>	<u>22,215,515</u>	<u>2,393,087</u>
Deficiency of revenues under expenditures	<u>(24,208,602)</u>	<u>(24,208,602)</u>	<u>(21,981,974)</u>	<u>2,226,628</u>
Other financing sources				
Transfers in	24,608,552	24,608,552	23,680,002	(928,550)
Payment to refunded bond escrow agent	-	-	(11,219,329)	(11,219,329)
Total other financing sources	<u>24,608,552</u>	<u>24,608,552</u>	<u>12,460,673</u>	<u>(12,147,879)</u>
Net change in fund balance	399,950	399,950	(9,521,301)	(9,921,251)
Fund balance - beginning	<u>32,055,320</u>	<u>32,055,320</u>	<u>31,818,343</u>	<u>(236,977)</u>
Fund balance - ending	<u>\$ 32,455,270</u>	<u>\$ 32,455,270</u>	<u>\$ 22,297,042</u>	<u>\$ (10,158,228)</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
BUDGET AND ACTUAL
PROPRIETARY FUND
(Public Transit Fund)**

**Year ended June 30, 2020
With comparative actual amounts for the year ended June 30, 2019**

	2020			2019
	Final Budget	Actual Amounts	Variance to Final Budget	Actual Amounts
Operating revenues				
Passenger fares	\$ 5,407,267	\$ 3,972,632	\$ (1,434,635)	\$ 5,108,047
Bus advertising	250,000	245,866	(4,134)	261,659
Rental income	399,972	399,972	-	356,704
Miscellaneous	4,200	98,180	93,980	133,547
Total operating revenues	<u>6,061,439</u>	<u>4,716,650</u>	<u>(1,344,789)</u>	<u>5,859,957</u>
Operating expenses				
General administration	36,808,671	32,745,725	4,062,946	32,037,960
Depreciation	7,500,000	7,795,347	(295,347)	7,243,837
Total operating expenses	<u>44,308,671</u>	<u>40,541,072</u>	<u>3,767,599</u>	<u>39,281,797</u>
Operating loss	<u>(38,247,232)</u>	<u>(35,824,422)</u>	<u>2,422,810</u>	<u>(33,421,840)</u>
Nonoperating revenues				
Operating subsidies:				
Federal government grants	5,231,209	9,949,185	4,717,976	4,320,161
Other revenue:				
Public transportation tax	13,612,190	13,672,952	60,762	9,823,919
Public transportation taxes pledged	11,206,965	11,077,938	(129,027)	10,450,532
Investment income	200,000	607,728	407,728	544,930
Gain on sale of capital assets	20,000	-	(20,000)	18,240
Total nonoperating revenues	<u>30,270,364</u>	<u>35,307,803</u>	<u>5,037,439</u>	<u>25,157,782</u>
Income (loss) before capital contributions and transfers	(7,976,868)	(516,619)	7,460,249	(8,264,058)
Capital contributions				
Federal grants	34,874,290	8,359,976	(26,514,314)	12,935,472
State grants	-	38,457	38,457	-
Total capital contributions	<u>34,874,290</u>	<u>8,398,433</u>	<u>(26,475,857)</u>	<u>12,935,472</u>
Transfers out	<u>(210,000)</u>	<u>(260,000)</u>	<u>(50,000)</u>	<u>(210,000)</u>
CHANGE IN NET POSITION	<u>\$ 26,687,422</u>	<u>\$ 7,621,814</u>	<u>\$ (19,065,608)</u>	<u>\$ 4,461,414</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF EXPENSES BY OBJECT CLASSES - BUDGET AND ACTUAL
PROPRIETARY FUND
(Public Transit Fund)**

**Year ended June 30, 2020
With comparative actual amounts for the year ended June 30, 2019**

	<u>Actual Amounts</u>	<u>Final Budget</u>	<u>Variance to Final Budget</u>	<u>2019 Actual Amounts</u>
Labor	\$ 2,215,919	\$ 2,702,364	\$ 486,445	\$ 2,353,239
Fringe	1,047,109	1,526,392	479,283	4,949,468
Services	3,250,921	4,130,223	879,302	3,287,937
Materials and supplies	1,533,471	2,609,078	1,075,607	2,088,890
Utilities	395,856	590,312	194,456	324,024
Casualty/liability insurance	216,532	297,086	80,554	205,601
Miscellaneous expenses	338,527	534,770	196,243	430,479
Purchased transportation services	<u>23,747,390</u>	<u>24,418,445</u>	<u>671,055</u>	<u>18,398,322</u>
Operating expenses before depreciation and amortization	32,745,725	36,808,670	4,062,945	32,037,960
Depreciation and amortization	<u>7,795,347</u>	<u>7,500,000</u>	<u>(295,347)</u>	<u>7,243,837</u>
Total operating expenses	<u>\$ 40,541,072</u>	<u>\$ 44,308,670</u>	<u>\$ 3,767,598</u>	<u>\$ 39,281,797</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF SPECIAL AND REGULAR MOTOR
VEHICLE FUEL TAX COLLECTIONS BY MONTH**

Year ended June 30, 2020

Date Collected by State of Nevada	RTC Special Motor Vehicle Fuel Tax - 4¢	RTC Special Motor Vehicle Fuel Tax - 5¢	RTC Special Motor Vehicle Fuel Tax - CPI Index ¹	RTC Special Motor Vehicle Fuel Tax - PPI Index ²	Local Regular Motor Vehicle Fuel Tax - 5.35¢	Local Regular Motor Vehicle Fuel Tax - 1¢	Local Regular Motor Vehicle Fuel Tax - Index	Total
July 2019	\$ 631,094	\$ 803,211	\$ 1,268,852	\$ 5,266,747	\$ 758,673	\$ 159,367	\$ 895,243	\$ 9,783,187
August 2019	670,096	852,849	1,346,522	5,541,494	787,419	169,216	950,043	10,317,639
September 2019	606,401	771,783	1,218,896	5,067,654	712,976	153,132	859,996	9,390,838
October 2019	600,320	764,044	1,206,590	5,085,487	716,804	151,596	851,314	9,376,155
November 2019	577,204	734,624	1,160,097	4,744,522	679,512	145,759	818,510	8,860,228
December 2019	574,752	731,502	1,162,580	4,627,901	697,809	149,328	820,262	8,764,134
January 2020	588,641	749,179	1,182,912	4,809,638	681,068	148,647	834,608	8,994,693
February 2020	572,776	728,988	1,150,899	4,701,439	657,892	144,640	812,021	8,768,655
March 2020	514,497	654,814	1,033,474	4,431,188	593,471	129,924	729,171	8,086,539
April 2020	378,535	481,771	760,602	3,523,204	415,297	95,590	536,646	6,191,645
May 2020	477,379	607,573	959,257	4,173,199	549,528	120,550	676,807	7,564,293
June 2020	544,156	692,562	1,093,469	4,645,246	614,222	137,413	771,500	8,498,568
	<u>\$ 6,735,851</u>	<u>\$ 8,572,900</u>	<u>\$ 13,544,150</u>	<u>\$ 56,617,719</u>	<u>\$ 7,864,671</u>	<u>\$ 1,705,162</u>	<u>\$ 9,556,121</u>	<u>\$ 104,596,574</u>

Allocation

Regional Transportation Commission, Washoe County, Nevada

General Fund	\$ 83,204,620
Regional Road Impact Fee Fund	586,000
Other governmental funds	1,680,000
	<u>85,470,620</u>

Distributed to the City of Reno, City of Sparks
and Washoe County, Nevada

	19,125,954
	<u>\$ 104,596,574</u>

Notes:

- ¹ From October 2003 through December 2009, the Washoe County Tax Ordinance provided that the rate of levy of the 9 cent motor vehicle fuel tax would be increased on the first day of each fiscal year by the lesser of (i) 4.5 percent or (ii) the average percentage of the increase in the Consumer Price Index for West Urban Consumers for the preceding 5 years.
- ² On November 4, 2008, the voters of Washoe County approved Washoe County Ballot Question RTC-5 which imposed additional county taxes on motor vehicle fuel and various special fuels used in motor vehicles. These taxes cause annual increases in the current amount of taxes imposed on such fuels based upon the lesser of the average increase in the Producer Price Index for construction materials for the preceding 10 years or 7.8%. SB201 carried out the ballot question and it became effective January 1, 2010. The new basis for calculation is the 9 cent per gallon rate indexed by the CPI through December 31, 2009 for a base rate of 10.5621 cents per gallon.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CONSTRUCTION PROJECT EXPENDITURES
GENERAL FUND
(Regional Streets and Highways Fund)**

Year ended June 30, 2020

	Right- of-way Acquisition	Engineering and Inspection	Construction	Total
All Jurisdictions				
2018 Preventive Maintenance	\$ -	\$ 47,998	\$ 1,098,591	\$ 1,146,589
2019 Preventive Maintenance	-	355,692	5,367,258	5,722,950
2020 Preventive Maintenance	-	323,938	1,515,622	1,839,560
Bus Stop 19-01	-	418,748	287,374	706,122
Green Bicycle/Stamps	-	-	11,522	11,522
Traffic Management 1/2A/2B	-	71,733	882,601	954,334
	<u>-</u>	<u>1,218,109</u>	<u>9,162,968</u>	<u>10,381,077</u>
City of Reno				
4th and Prater corridor improvement - Evans/Galletti	19,597	-	569,765	589,362
Arlington Bridges	-	108,330	-	108,330
Bicycle and Pedestrian Improvement(2018) - Keystone/California	-	154,836	1,642,801	1,797,637
Bicycle and Pedestrian Improvement(2018) - Mill/1580/McCarran	-	100,937	-	100,937
Center St. Multi-Modal	-	102,176	-	102,176
Golden Valley - Yorkshire/Virginia	-	109,070	-	109,070
Kings Row - Keystone Ave/Wyoming Ave	-	88,636	-	88,636
Kuenzil St. Conversion	-	133,442	-	133,442
Lakeside Dr. - Evans Creek/McCarran	-	238,272	-	238,272
Lemmon Dr. - US 395 to Military Rd/Fleetwood to Chickadee Dr.	-	418,805	-	418,805
Newport Lane	-	106,907	-	106,907
Oddie/Wells Corridor Multi-Modal	-	314,815	-	314,815
Reno Consolidated 19-01 - Sutro/1st/Lake/State St.	-	269,251	3,739,507	4,008,758
Reno Consolidated 19-02 - North Hills/ Hunter Lake/Sky Vista Dr.	-	262,509	3,162,758	3,425,267
Reno Consolidated 19-03 - Sierra Highlands/Colbert Dr.	-	150,850	2,301,363	2,452,213
Reno Consolidated 20-01 - Mayberry Dr./California Ave/First St.	-	290,770	-	290,770
Reno Consolidated 21-01 - Lund/Armstrong/Yuma	-	109,855	-	109,855
Reno Sparks Indian Colony Riverside Pathway	-	172,443	-	172,443
Southeast Connector Phase 2 - Clean Water/S. Meadows	-	327,570	258,228	585,798
Traffic Management 3	-	45,030	-	45,030
Traffic Management/LiDAR	-	83,763	-	83,763
Virginia St/ Midtown/UNR	580,805	3,289,764	35,228,551	39,099,120
	<u>600,402</u>	<u>6,878,031</u>	<u>46,902,973</u>	<u>54,381,406</u>
City of Sparks				
4th/Prater corridor improvement - Galletti/Pyramid	19,597	-	569,766	589,363
Clean Water Way - McCarran/Treatment Plant	-	24,633	14,009	38,642
Greg St.- E. McCarran Blvd/Railroad Tracks	-	181,274	-	181,274
Oddie/Wells Corridor Multi-Modal	-	314,816	-	314,816
Prater Way - Howard Dr./Sparks Blvd	-	413,095	1,314,070	1,727,165
Sparks Blvd Capacity Improvement	-	162,553	-	162,553
Sparks Consolidated 19-01 - 15th St.	3,000	247,854	2,558,668	2,809,522
Sparks Consolidated 21-01 - Packer Way/Wild Island Ct.	-	32,637	-	32,637
Traffic Management 3	-	45,030	-	45,030
	<u>22,597</u>	<u>1,421,892</u>	<u>4,456,513</u>	<u>5,901,002</u>
Washoe County				
Lemmon Dr. - US 395 to Military Rd/Fleetwood to Chickadee Dr.	-	418,805	-	418,805
Southeast Connector phase 2 - Clean Water/S. Meadows	-	81,892	64,557	146,449
Sun Valley Corridor Multi-Modal	30	808,490	-	808,520
	<u>30</u>	<u>1,309,187</u>	<u>64,557</u>	<u>1,373,774</u>
NV Department of Transportation				
Pyramid/McCarran intersection improvements	-	1,000	21,020	22,020
Pyramid Hwy./US 395 connector	-	250,000	-	250,000
Spaghetti Bowl Xpress	-	-	5,000,000	5,000,000
	<u>-</u>	<u>251,000</u>	<u>5,021,020</u>	<u>5,272,020</u>
Total All Projects	<u>\$ 623,029</u>	<u>\$ 11,078,219</u>	<u>\$ 65,608,031</u>	<u>\$ 77,309,279</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CONSTRUCTION PROJECT EXPENDITURES
SPECIAL REVENUE FUND
(Regional Road Impact Fee Fund)**

Year ended June 30, 2020

	Right- of-way Acquisition	Engineering and Inspection	Construction	Impact Fee Credits/Waivers	Total
North Service Area					
North Valley improvements 2 & 3	\$ -	\$ 42,607	\$ 725,143	\$ -	\$ 767,750
T/E spot intersection improvements 8 - 1 & 2	725	127,314	1,255,820	-	1,383,859
T/E spot intersection improvements 9 - 1	2,500	117,856	80	-	120,436
Sky Vista	-	293,133	-	-	293,133
	<u>3,225</u>	<u>580,910</u>	<u>1,981,043</u>	<u>-</u>	<u>2,565,178</u>
South Service Area					
T/E spot intersection improvements 8 - 1 & 2	-	-	76,076	-	76,076
T/E spot intersection improvements 9 - 2	2,500	169,306	-	-	171,806
	<u>2,500</u>	<u>169,306</u>	<u>76,076</u>	<u>-</u>	<u>247,882</u>
 Total All Projects	<u>\$ 5,725</u>	<u>\$ 1,331,126</u>	<u>\$ 2,057,119</u>	<u>\$ -</u>	<u>\$ 2,813,060</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CHANGES IN RESERVE
FOR PROJECT APPROPRIATIONS
GENERAL FUND
(Regional Streets & Highways Fund)**

Year ended June 30, 2020

	Reserve for Project Appropriations July 1, 2019	New Project Appropriations	Expenditures	Net Project Adjustments	Reserve for Project Appropriations June 30, 2020
All Jurisdictions					
2017 Preventive Maintenance					
Engineering and inspection	\$ 124,340	\$ -	\$ -	\$ (124,340)	\$ -
Construction	229,982	-	-	(229,982)	-
2018 Preventive Maintenance					
Engineering and inspection	187,519	-	47,998	-	139,521
Construction	2,316,079	-	1,098,591	-	1,217,488
2019 Preventive Maintenance					
Engineering and inspection	384,904	-	355,692	-	29,212
Construction	5,406,861	156,800	5,367,258	-	196,403
2020 Preventive maintenance					
Engineering and inspection	-	-	323,938	784,719	460,781
Construction	7,500,000	-	1,515,622	(1,491,870)	4,492,508
2021 Preventive maintenance					
Engineering and inspection	-	-	-	-	-
Construction	-	6,500,000	-	-	6,500,000
2020 Roadway reconstruction projects - Regional roads, collectors, industrials					
Construction	8,500,000	-	-	(8,500,000)	-
ADA Access Transit/Pedestrian Connectivity					
Construction	2,000,000	-	-	(2,000,000)	-
Bus Stop Improvement Connectivity Program TO3					
Engineering and inspection	361,342	770,020	418,748	657,305	1,369,919
Construction	1,126,729	1,229,980	287,374	(657,305)	1,412,030
Green Bicycle/Stamps					
Construction	24,661	-	11,522	(13,139)	-
Traffic Management 1/2A/2B					
Engineering and inspection	15,716	100,000	71,733	(25,828)	18,155
Construction	1,063,567	-	882,601	25,828	206,794
Traffic Management/LiDAR					
Engineering and inspection	250,000	-	-	(250,000)	-
Construction	1,200,000	-	-	(1,200,000)	-
Total All Jurisdictions	<u>30,691,700</u>	<u>8,756,800</u>	<u>10,381,077</u>	<u>(13,024,612)</u>	<u>16,042,811</u>
City of Reno					
4th St. - Prater Way corridor improvement - Evans/Galletti					
Right-of-way acquisition	148,821	-	19,597	(874)	128,350
Engineering and inspection	76,415	-	-	(5,159)	71,256
Construction	3,480,984	-	569,765	6,031	2,917,250
Arlington bridges					
Engineering and inspection	910,029	1,000,000	108,330	-	1,801,699
Bicycle and pedestrian improvement (2018) - Keystone, California					
Right-of-way acquisition	-	-	-	-	-
Engineering and inspection	192,510	-	154,836	(37,674)	-
Construction	2,099,213	-	1,642,801	(456,412)	-
Bicycle and pedestrian improvement (2018) - Mill-I580/McCarran					
Right-of-way acquisition	-	-	-	49,500	49,500
Engineering and inspection	210,099	-	100,937	229,986	339,148
Construction	1,633,343	1,000,000	-	(142,648)	2,490,695
Center Street multi-modal improvements					
Engineering and inspection	200,000	-	102,176	-	97,824
Construction	880,000	-	-	-	880,000
Forest St. bike lanes					
Engineering and inspection	400,000	-	-	-	400,000
Golden Valley - Yorkshire/Virginia					
Engineering and inspection	-	1,250,000	109,070	-	1,140,930
Kings Row - Keystone Ave/Wyoming Ave					
Engineering and inspection	-	692,030	88,636	-	603,394
Construction	-	3,107,970	-	-	3,107,970
Kuenzil St. Conversion					
Engineering and inspection	-	477,939	133,442	-	344,497
Construction	-	522,061	-	-	522,061
Lakeside Dr. - Evans Creek/McCarran					
Engineering and inspection	-	561,260	238,272	-	322,988
Construction	-	1,623,740	-	-	1,623,740
Lemmon Dr.					
Engineering and inspection	1,500,000	1,500,000	418,805	-	2,581,195
Newport Lane					
Engineering and inspection	-	487,080	106,907	-	380,173
Oddie/Wells corridor multi-modal improvements					
Engineering and inspection	406,894	636,152	314,815	-	728,231
Construction	605,000	20,441,347	-	-	21,046,347

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CHANGES IN RESERVE
FOR PROJECT APPROPRIATIONS
GENERAL FUND
(Regional Streets & Highways Fund)**

Year ended June 30, 2020

	Reserve for Project Appropriations July 1, 2019	New Project Appropriations	Expenditures	Net Project Adjustments	Reserve for Project Appropriations June 30, 2020
Reno Consolidated 19-01 - Sutro, 1st, Lake, State St. Engineering and inspection	\$ 237,853	\$ 31,398	\$ 269,251	\$ 2,245	\$ 2,245
Construction	1,871,000	1,904,144	3,739,507	(2,245)	33,392
Reno Consolidated 19-02 - North Hills, Hunter Lake, Sky Vista Dr. Engineering and inspection	282,781		262,509	54,445	74,717
Construction	3,016,126	220,350	3,162,758	(54,445)	19,273
Reno Consolidated 19-03 - Sierra Highlands, Colbert Dr. Hammill, Ralston, Ohm Engineering and inspection	178,952		150,850	(28,102)	-
Construction	1,600,000	894,000	2,301,363	(192,637)	-
Reno Consolidated 20-01-Mayberry Dr./California Ave First St. Right-of-way acquisition	-	155,895	-	-	155,895
Engineering and inspection	-	757,935	290,770	-	467,165
Construction	-	3,696,170	-	-	3,696,170
Reno Consolidated 21-01 - Lund/Amstrong/Yuma Engineering and inspection	-	487,080	109,855	-	377,225
Construction	-	1,783,380	-	-	1,783,380
Reno Sparks Indian Colony riverside pathway Right-of-way acquisition	250,000		-	(110,160)	139,840
Engineering and inspection	127,792	200,000	172,443	110,160	265,509
Construction	-	-	-	-	-
Sierra Street bike lane Engineering and inspection	400,000	-	-	-	400,000
Southeast Connector Phase 2 - Clean Water/S.Meadows Right-of-way acquisition	-	-	-	-	-
Engineering and inspection	-	-	327,570	327,570	-
Construction	926,676	-	258,228	(327,570)	340,878
T/E spot intersection improvements 10 Engineering and inspection	-	707,800	-	-	707,800
Construction	-	1,292,200	-	-	1,292,200
Traffic Management 3 Engineering and inspection	-	133,350	45,030	-	88,320
Construction	-	666,650	-	-	666,650
Traffic Management/LIDAR Engineering and inspection	-	-	83,763	450,000	366,237
Construction	-	-	-	-	-
Virginia St. Bus Rapid Transit extension Right-of-way acquisition	413,239	-	580,805	218,740	51,174
Engineering and inspection	5,896,827	-	3,289,764	696,030	3,303,093
Construction	50,581,627	-	35,228,551	(914,770)	14,438,306
West 4th St. Engineering and inspection	500,000	-	-	(100,000)	400,000
Total City of Reno	79,026,181	46,229,931	54,381,406	(227,989)	70,646,717

City of Sparks

4th St. - Prater Way corridor improvement - Galletti/Pyramid Right-of-way acquisition	148,821	-	19,597	(873)	128,351
Engineering and inspection	76,414	-	-	(5,158)	71,256
Construction	3,480,985	-	569,766	6,032	2,917,251
Clean Water Way - McCarran/Treatment Plant Engineering and inspection	26,277	-	24,633	(1,644)	-
Construction	994,343	-	14,009	(980,334)	-
Greg St. - E. McCarran Blvd/Railroad Tracks Engineering and inspection	-	405,308	181,274	-	224,034
Construction	-	1,344,692	-	-	1,344,692
Oddie/Wells Corridor multi-modal improvements Engineering and inspection	406,895	636,152	314,816	-	728,231
Construction	605,000	20,441,347	-	-	21,046,347
Prater Way - Howard Dr./Sparks Blvd Engineering and inspection	-	757,823	413,095	-	344,728
Construction	-	4,940,444	1,314,070	-	3,626,374
Sparks Blvd. Engineering and inspection	3,000,000	5,479,311	162,553	-	8,316,758
Sparks Consolidated 19-01 - 15th St. Right-of-way acquisition	-	-	3,000	3,000	-
Engineering and inspection	181,504	-	247,854	71,961	5,611
Construction	997,019	1,851,425	2,558,668	(74,961)	214,815
Sparks Consolidated 21-01 - Packer Way/Wild Island Ct. Engineering and inspection	-	328,325	32,637	-	295,688
Construction	-	1,651,675	-	-	1,651,675

Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada

SCHEDULE OF CHANGES IN RESERVE
FOR PROJECT APPROPRIATIONS
GENERAL FUND
(Regional Streets & Highways Fund)

Year ended June 30, 2020

	Reserve for Project Appropriations July 1, 2019	New Project Appropriations	Expenditures	Net Project Adjustments	Reserve for Project Appropriations June 30, 2020
Traffic Management 3					
Engineering and inspection	\$ -	\$ 133,350.00	\$ 45,030.00	\$ -	\$ 88,320.00
Construction	-	666,650	-	-	666,650
Victorian Ave. bike lane					
Construction	430,000	-	-	(167,847)	262,153
Total City of Sparks	10,347,258	38,636,502	5,901,002	(1,149,824)	41,932,934
Washoe County					
Lemmon Dr.					
Engineering and inspection	1,500,000	1,500,000	418,805	-	2,581,195
Construction	-	-	-	-	-
Southeast Connector Phase 2 -					
Clean Water/S.Meadows					
Right-of-way acquisition	-	-	-	-	-
Engineering and inspection	-	-	81,892	81,892	-
Construction	231,669	-	64,557	(81,892)	85,220
Sun Valley Corridor multi-modal improvements					
Right-of-way acquisition	-	-	-	-	-
Engineering and inspection	2,292,556	-	808,520	(93,970)	1,390,066
Construction	-	6,644,000	-	-	6,644,000
Total Washoe County	4,024,225	8,144,000	1,373,774	(93,970)	10,700,481
NV Department of Transportation					
Pyramid/McCarran intersection improvements					
Engineering and inspection	-	-	1,000	1,000	-
Construction	-	-	21,020	21,020	-
Pyramid Highway/US 395 connector					
Engineering and inspection	4,991,939	-	250,000	(2,490,243)	2,251,696
Construction	-	-	-	-	-
Spaghetti Bowl Xpress					
Construction	30,000,000	-	5,000,000	-	25,000,000
Total NV Department of Transportation	34,991,939	-	5,272,020	(2,468,223)	27,251,696
Total All Projects	\$ 159,081,303	\$ 101,767,233	\$ 77,309,279	\$ (16,964,618)	\$ 166,574,639

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CHANGES IN RESERVE
FOR PROJECT APPROPRIATIONS
SPECIAL REVENUE FUND
(Regional Road Impact Fee Fund)**

Year ended June 30, 2020

	Reserve for Project Appropriations July 1, 2019	New Project Appropriations	Expenditures	Net Project Adjustments	Reserve for Project Appropriations June 30, 2020
North Service Area					
North Valley improvements 2 & 3					
Right of Way	\$ 30	\$ -	\$ -	\$ (30)	\$ -
Engineering and inspection	121,427	-	42,607	1,530	80,350
Construction	1,870,271	-	725,143	(1,500)	1,143,628
Sun Valley & Lemmon Dr ped improvements					
Engineering and inspection	-	-	-	-	-
Construction	-	-	-	-	-
T/E spot intersection improvements 7					
Engineering and inspection	283,495	-	-	(283,495)	-
Construction	112,483	-	-	(112,483)	-
T/E spot intersection improvements 8 - 1 & 2					
Right of Way	-	-	725	725	-
Engineering and inspection	534,491	-	127,314	(238,167)	169,010
Construction	2,226,100	(350,000)	1,255,820	237,442	857,722
T/E spot intersection improvements 9					
Right of Way	-	-	2,500	2,500	-
Engineering and inspection	250,000	-	117,856	102	132,246
Construction	1,925,000	(500,000)	80	(177,602)	1,247,318
T/E spot intersection improvements 10					
Engineering and inspection	-	899,200	-	-	899,200
Sky Vista					
Engineering and inspection	-	1,709,038	293,133	-	1,415,905
Total North Service Area	<u>7,323,297</u>	<u>1,758,238</u>	<u>2,565,178</u>	<u>(570,978)</u>	<u>5,945,379</u>
South Service Area					
T/E spot intersection improvements 8 - 1 & 2					
Engineering and inspection	-	-	-	-	-
Construction	-	350,000	76,076	-	273,924
T/E spot intersection improvements 9					
Right of Way	250,000	2,500	2,500	-	250,000
Engineering and inspection	2,000,000	297,500	169,306	-	2,128,194
Construction	-	1,800,000	-	-	1,800,000
T/E spot intersection improvements 10					
Engineering and inspection	-	2,700,800	-	-	2,700,800
Total South Service Area	<u>2,250,000</u>	<u>5,150,800</u>	<u>247,882</u>	<u>-</u>	<u>7,152,918</u>
 Total All Projects	 <u>\$ 9,573,297</u>	 <u>\$ 6,909,038</u>	 <u>\$ 2,813,060</u>	 <u>\$ (570,978)</u>	 <u>\$ 13,098,297</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CUMULATIVE CONSTRUCTION
PROJECT EXPENDITURES
GENERAL FUND
(Regional Streets and Highways Fund)**

For the period July 1, 1965 through June 30, 2020

	Expenditures			Unexpended Balance of Project Appropriations
	July 1, 1965 through June 30, 2019	July 1, 2019 through June 30, 2020	Total	
4th St. Prater Way corridor improvement	\$ 45,843,976	\$ 1,178,725	\$ 47,022,701	\$ 6,233,714
ADA pedestrian transition improvement plan 2012	36,631	-	36,631	-
ADA pedestrian transition improvement plan 2013	648,584	-	648,584	-
ADA pedestrian transition improvement plan 2014	515,862	-	515,862	-
ADA pedestrian transition improvement plan 2015	876,304	-	876,304	-
Albert-Bravo	90,764	-	90,764	-
Alignment, plan line, technical studies	2,412,214	-	2,412,214	-
Alturas - Keystone/Earl	797,128	-	797,128	-
Arlington/1st/Elm Street	3,325,154	-	3,325,154	-
Arlington Bridges	89,971	108,330	198,301	1,801,699
Avenida de Landa - Beaumont/865' N. Valleywood	643,664	-	643,664	-
Baker Lane/Coleman Drive	1,563,418	-	1,563,418	-
Baring Blvd./McCarran/Sparks Blvd.	735,979	-	735,979	-
Baring Blvd./Sparks/Vista	1,536,322	-	1,536,322	-
Bicycle/Pedestrian Improvement FY18	1,158,586	1,898,574	3,057,160	2,879,343
Board Discretionary Projects -				
Washoe County	19,946	-	19,946	-
Reno	12,625	-	12,625	-
Sparks	54,731	-	54,731	-
Boxington Way - Lincoln/Lillard	771,209	-	771,209	-
Bravo Ave. - Mt. Limbo/Ramsey	866,677	-	866,677	-
Bus Stop 19-01	80,363	706,122	786,485	2,781,949
California Ave./Liberty/Ryland	873,386	-	873,386	-
Casazza - Wells/Kietzke	1,595,069	-	1,595,069	-
Cashill/Skyline	2,168,552	-	2,168,552	-
Caughlin Parkway-Sawbuck/Longknife	977,185	-	977,185	-
Caughlin Parkway/Bridge St./Longknife/McCarran/Front St./3rd	1,493,077	-	1,493,077	-
Center Street	2,241,994	-	2,241,994	-
Center Street Multi-modal Improv.	-	102,176	102,176	977,824
Center Street overlay - Plaza/19th	374,460	-	374,460	-
Clean Water Way - McCarran/Treatment Plant	1,679,380	38,642	1,718,022	-
Clearacre/Scottsdale	42,000	-	42,000	-
Coliseum/Yori - Peckham/Gentry	760,552	-	760,552	-
Computer signal system	190,000	-	190,000	-
Corrective maintenance FY12	1,708,346	-	1,708,346	-
Corrective maintenance FY13	1,668,466	-	1,668,466	-
Corrective maintenance FY14	1,843,310	-	1,843,310	-
Corrective maintenance FY15	1,183,656	-	1,183,656	-
County Estates - Huffaker	1,060,740	-	1,060,740	-
County-wide	184,950	-	184,950	-
County bridge - Galena Creek	353,599	-	353,599	-
Country Club Drive	664,059	-	664,059	-
Dandini Blvd.	1,005,190	-	1,005,190	-
Delucchi Lane - Virginia/Tyrone	1,031,031	-	1,031,031	-
Deming Way - Greg/Kleppe	692,449	-	692,449	-
Department of Energy traffic and street light retrofit	988,364	-	988,364	-
Donati Lane/Vista Blvd.	1,216,154	-	1,216,154	-
E. Glendale - McCarran/RR Xng	1,226,316	-	1,226,316	-

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CUMULATIVE CONSTRUCTION
PROJECT EXPENDITURES - CONTINUED
GENERAL FUND
(Regional Streets and Highways Fund)**

For the period July 1, 1965 through June 30, 2020

	Expenditures			Unexpended Balance of Project Appropriations
	July 1, 1965 through June 30, 2019	July 1, 2019 through June 30, 2020	Total	
E. Greg Street	\$ 1,293,369	\$ -	\$ 1,293,369	\$ -
East Lake Blvd.	783,530	-	783,530	-
E. Lincoln Wy. - McCarran/Howard	236,596	-	236,596	-
E. Lincoln Wy. - Sparks/Lillard	337,446	-	337,446	-
E. Lincoln Wy. - Stanford/Howard	690,659	-	690,659	-
E. Moana Lane	54,764	-	54,764	-
E. Ninth Street	148,162	-	148,162	-
E. Nugget Ave. - McCarran/End of pavement	229,123	-	229,123	-
Echo Ave. - Mt. Bismark/Military	982,740	-	982,740	-
El Rancho Drive	1,331,531	-	1,331,531	-
El Rancho Drive - McCarran/Sun Valley Road	871,775	-	871,775	-
El Rancho - Sun Valley/Sullivan	1,408,196	-	1,408,196	-
El Rancho - Sullivan/McCarran	1,341,019	-	1,341,019	-
Emerson Way - Pyramid/N. Truckee	2,101,524	-	2,101,524	-
Evans Avenue	943,829	-	943,829	-
Evans Avenue/Fourth St./Jodi	1,887,228	-	1,887,228	-
Evans St./Highland Ave. - Jodi/Enterprise/Evans/Valley	1,059,969	-	1,059,969	-
First Street - Prater/Richard	912,015	-	912,015	-
Fifth Street - Ralston/RR Xng	1,237,235	-	1,237,235	-
Foothill/Thomas Creek bridge	117,830	-	117,830	-
Forest Street Bike Lanes	-	-	-	400,000
Franklin Way - Greg/Kleppe	371,847	-	371,847	-
Freeport Blvd.	50,000	-	50,000	-
Freeport and Steneri - 21st/Steneri/Gendale	118,873	-	118,873	-
Galletti Way - Kietzke/Fourth	1,018,720	-	1,018,720	-
Geiger Grade/Toll Road	8,188,519	-	8,188,519	-
Gentry Way and Second St. - Brinkby/Virginia/Giroux/Kietzke	1,060,051	-	1,060,051	-
Gentry/Virginia/Kietzke	864,863	-	864,863	-
Glendale Avenue	4,946,368	-	4,946,368	-
Golden Valley - Yorkshire/Virginia	211,382	109,070	320,452	1,140,930
Golden Valley - N. Hills/U.S. 395	631,855	-	631,855	-
Green Bicycle/Stamps	171,905	11,522	183,427	-
Greenbrae - Rock/Fourth	816,660	-	816,660	-
Greenbrae - Rock/Pyramid	21,182	-	21,182	-
Greg Street	4,343,180	-	4,343,180	-
Greg Street - McCarran Intersection/Prater drainage	140,000	181,274	321,274	1,568,726
Greg Street - Mill/Truckee River	749,884	-	749,884	-
Greg St. Phase I - RR Xng/Sparks Blvd.	2,387,066	-	2,387,066	-
Greg St. Phase II - Sparks Blvd./180	3,666,549	-	3,666,549	-
Greg Street - Reno limit/McCarran	1,550,952	-	1,550,952	-
Greg Street - Spice Island	687,487	-	687,487	-
Greg Street - Truckee River/Rock	599,797	-	599,797	-
Harvard Way - Linden to Vassar	1,717,554	-	1,717,554	-
Howard/Greenbrae/Sparks	441,573	-	441,573	-
Howard Drive/Lincoln/Prater/Vista to east city limits	736,655	-	736,655	-
Hunter Lake - Plumb/Mayberry	768,273	-	768,273	-
Incline traffic signal	5,937	-	5,937	-
Industrial Way/Coney Island/Glendale	793,183	-	793,183	-
International Place/Ice House Road	454,428	-	454,428	-
Intersection corrective maintenance FY10	1,465,920	-	1,465,920	-
Intersection corrective maintenance FY11	1,247,428	-	1,247,428	-
Keystone Avenue/California Avenue/Booth St. intersection	248,679	-	248,679	-
Keystone Avenue rehabilitation	1,036,521	-	1,036,521	-
Kings Row - Keystone Ave/Wyoming Ave	-	88,636	88,636	3,711,364
Kirman - Casazza/Plumb	146,912	-	146,912	-
Kirman/Kuenzli/Apple	412,286	-	412,286	-
Kirman/Locust	3,752,490	-	3,752,490	-

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CUMULATIVE CONSTRUCTION
PROJECT EXPENDITURES - CONTINUED
GENERAL FUND
(Regional Streets and Highways Fund)**

For the period July 1, 1965 through June 30, 2020

	Expenditures			Unexpended Balance of Project Appropriations
	July 1, 1965 through June 30, 2019	July 1, 2019 through June 30, 2020	Total	
Kleppe - Greg/N. Truckee Drain	\$ 2,778,473	\$ -	\$ 2,778,473	\$ -
Kuenzli Street	119,416	-	119,416	-
Kuenzli Street bridge	496,598	-	496,598	-
Kuenzli Street - 2nd	1,487,274	-	1,487,274	-
Kuenzil Street Conversion	-	133,442	133,442	866,558
La Posada/Eagle Canyon at Pyramid Hwy.	1,752,339	-	1,752,339	-
Lakeshore Drive	1,134,078	-	1,134,078	-
Lakeside Drive	1,182,372	-	1,182,372	-
Lakeside Drive - Brinkby/Mt. Rose	1,991,639	-	1,991,639	-
Lakeside Drive - Evans Creek/McCarran	-	238,272	238,272	1,946,728
Lakeside - Huffaker/Meadowridge	612,170	-	612,170	-
Larkin Circle/Madison Ave. - Greg/Greg	709,203	-	709,203	-
Las Brisas - McCarran/Brittania	818,312	-	818,312	-
Lear Blvd. - Moya/Zeolite	1,483,799	-	1,483,799	-
Lemmon Drive - Buck/Patrician	1,495,172	-	1,495,172	-
Lemmon Drive- US 395 to Military Rd/Fleetwood to Chickadee	-	837,610	837,610	5,162,390
Lemmon Drive - Patrician/Ramsey	1,019,271	-	1,019,271	-
Lemmon Drive - Patrician/Waterash	1,446,833	-	1,446,833	-
Lemmon Drive, Phase I	357,708	-	357,708	-
Lemmon Drive, Phase II and III	394,729	-	394,729	-
Liberty/Ryland - Center/Holcomb/Kirman/Mill	1,042,238	-	1,042,238	-
Lillard - Brierly/Prater	1,177,261	-	1,177,261	-
Linda Way/Southern Way - Coney Island/Glendale/Freeport	1,201,905	-	1,201,905	-
Longitudinal joint study	65,470	-	65,470	-
Longley Lane - Houston/Rock	2,045,694	-	2,045,694	-
Longley Lane - Huffaker realignment	227,910	-	227,910	-
Longley Lane - S. Virginia St./Peckham Ln.	2,242,374	-	2,242,374	-
Longley - McCarran/Houston	2,150,102	-	2,150,102	-
Longley - McCarran/S. Virginia	3,760,669	-	3,760,669	-
Loop Road/Salomon Circle -Vista/end of pavement/cul de sac	629,758	-	629,758	-
Los Altos Pkwy. - Canyon Run/Goodwin	441,188	-	441,188	-
Mae Anne/Sierra Highlands - Avenida de Landa/McCarran	2,551,997	-	2,551,997	-
Mae Anne - Avenida de Landa/Ambassador	675,540	-	675,540	-
Mae Anne - Sharlands/Avenida de Landa	1,578,105	-	1,578,105	-
Mayberry Drive	3,025,256	-	3,025,256	-
Mayberry Dr. - Canyon/W. McCarran	1,659,547	-	1,659,547	-
Mayberry Dr. - Hunter Lake/California	1,073,723	-	1,073,723	-
Mayberry Dr. - McCarran/California	2,628,315	-	2,628,315	-
Mayberry Dr. - Truckee River/Canyon	2,346,483	-	2,346,483	-
Mays and Tanager - Lakeshore/Village	754,427	-	754,427	-
McCarran Blvd. - Cashill/Plumb	116,563	-	116,563	-
McCarran Blvd. - forensic study	36,693	-	36,693	-
McCarran Blvd. - Greensboro/Skyline	852,287	-	852,287	-
McCarran Blvd. - Mira Loma/Equity	1,212,775	-	1,212,775	-
McCarran Blvd. - Mira Loma/ S. Virginia Street	2,158,994	-	2,158,994	-
McCarran Blvd. - Plumas/Greensboro	250,000	-	250,000	-
McCarran Blvd. -I-80/Prater	64,396	-	64,396	-
McCarran Blvd. - S. Virginia/4th	11,611,934	-	11,611,934	-
Military Road	542,342	-	542,342	-
Military Road - Lemmon/Echo	2,780,321	-	2,780,321	-
Mill Street	2,453,504	-	2,453,504	-
Mill Street/Kietzke/Rock	3,233,994	-	3,233,994	-
Mill Street - Rock/E. McCarran	1,919,943	-	1,919,943	-
Mill Street - Wells/Virginia	454,051	-	454,051	-
Mira Loma - Longley/McCarran	1,506,925	-	1,506,925	-
Mira Loma - McCarran/1,711' E.	398,356	-	398,356	-
Mira Loma - McCarran/Rosewood	476,022	-	476,022	-
Moana Lane	87,781	-	87,781	-
Moana - Neil/Longley	301,376	-	301,376	-

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CUMULATIVE CONSTRUCTION
PROJECT EXPENDITURES - CONTINUED
GENERAL FUND
(Regional Streets and Highways Fund)**

For the period July 1, 1965 through June 30, 2020

	Expenditures			Unexpended Balance of Project Appropriations
	July 1, 1965 through June 30, 2019	July 1, 2019 through June 30, 2020	Total	
Moana - Neil/Peckham	\$ 991,505	\$ -	\$ 991,505	\$ -
Moana - Neil/Kietzke	946,617	-	946,617	-
Moana - Peckham/McCarran	6,834	-	6,834	-
Moana - Plumas/Kietzke	1,693,570	-	1,693,570	-
Moana - Plumas/Pioneer	29,500	-	29,500	-
Moana Lane widening - S. Virginia/Neil ¹	(629,985)	-	(629,985)	-
Montello Street - 9th/Wedekind	1,159,797	-	1,159,797	-
Mount Rose St. - Arlington/Plumas	472,072	-	472,072	-
Moya Blvd - Redrock/Echo	2,143,452	-	2,143,452	-
Neil Road - Virginia/Delucci	622,975	-	622,975	-
Neil Road/Gentry/Terminal Way - Moana/Plumb	2,050,483	-	2,050,483	-
Newport Lane	-	106,907	106,907	380,173
Nichols Blvd. - E. McCarran/Howard	1,965,071	-	1,965,071	-
Nichols Blvd. - Bike/Pedestrian improvements	1,508,713	-	1,508,713	-
Ninth Street - Virginia/Valley	620,911	-	620,911	-
North Hills Boulevard - Golden Valley/1880' West	484,301	-	484,301	-
N. Virginia - 4th/6th/Maple/8th	2,869,570	-	2,869,570	-
Old 395 N. rehabilitation	1,551,287	-	1,551,287	-
Oddie/Wells Corridor Multi-Modal	736,211	629,631	1,365,842	43,549,156
Pagni Lane	467,304	-	467,304	-
Parr Blvd.	90,219	-	90,219	-
Parr Blvd - N. Virginia/US 395	2,469,681	-	2,469,681	-
Parr Circle/Catron Drive - Parr/Parr	1,266,490	-	1,266,490	-
Peckham Lane, Phases I and II	2,704,066	-	2,704,066	-
Peckham Lane - Kietzke/Longley	1,732,873	-	1,732,873	-
Peckham Lane - S. Virginia/Kietzke	774,381	-	774,381	-
Pembroke - McCarran/Steamboat Pkwy	18,357	-	18,357	-
Pembroke Drive	160,056	-	160,056	-
Pembroke/Steamboat Parkway	815,084	-	815,084	-
Pembroke Dr. - McCarran/Boynton Bridge	1,757,774	-	1,757,774	-
Plumas - Glenda/Plumb	1,419,557	-	1,419,557	-
Plumas - Manzanita/Glenda Way	1,026,092	-	1,026,092	-
Plumas - Moana/Urban	1,159,358	-	1,159,358	-
Plumas St. sidewalks	407,385	-	407,385	-
Plumas - Sierra	993,209	-	993,209	-
Plumas - Moana south to end of pavement	2,467,726	-	2,467,726	-
Plumb Lane - Margot/S. Virginia	1,472,271	-	1,472,271	-
Plumb Lane - McCarran/Ferris	6,745,829	-	6,745,829	-
Prater Way	1,002,507	-	1,002,507	-
Prater Way and El Rancho Dr. - Stanford/ Sparks Blvd./Victorian/Prater	-	1,727,165	1,727,165	3,971,102
Prater Way enhancements Ph. 3	1,723,938	-	1,723,938	-
Prater Way enhancements Ph. 4	856,858	-	856,858	-
Probasco Way	257,713	-	257,713	-
Purina Way - Spice Island/E. Greg	1,614,766	-	1,614,766	-
Putnam and Wyoming - Kings Row/Keystone	448,572	-	448,572	-
Pyramid Highway Corridor	817,093	-	817,093	-
Pyramid/McCarran intersection improvements ^{1 2}	402,761	-	402,761	-
Pyramid Way - signal improvement	73,283,186	22,020	73,305,206	-
Pyramid/McCarran Blvd.-north urban limit	12,456	-	12,456	-
Pyramid Hwy./US 395 connector	1,581,221	-	1,581,221	-
Pyramid Hwy. northbound right turn at Ironwood	1,930,676	250,000	2,180,676	2,251,696
Ralston St./5th St. - 2nd/5th/Keystone/Ralston	140,742	-	140,742	-
Ranger Road - Panther/Newport	1,854,752	-	1,854,752	-
Red Rock - Adobe/Argosy	883,361	-	883,361	-
	2,062,105	-	2,062,105	-

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CUMULATIVE CONSTRUCTION
PROJECT EXPENDITURES - CONTINUED
GENERAL FUND
(Regional Streets and Highways Fund)**

For the period July 1, 1965 through June 30, 2020

	Expenditures			Unexpended Balance of Project Appropriations
	July 1, 1965 through June 30, 2019	July 1, 2019 through June 30, 2020	Total	
Red Rock - Moya/U.S. 395	\$ 461,643	\$ -	\$ 461,643	\$ -
Red Rock - Osage	1,870,038	-	1,870,038	-
Red Rock - Silver Knolls/Adobe	303,947	-	303,947	-
Regional RMMS	290,439	-	290,439	-
Regional road maintenance - fuel tax	61,324,036	8,709,099	70,033,135	13,035,913
Regional road maintenance - public transportation tax	19,617,423	-	19,617,423	-
Regional System Photo Study	60,005	-	60,005	-
Reno Consolidated 06-01 - Court/Sierra	2,264,572	-	2,264,572	-
Reno Consolidated 06-02 - Airmotive/Condor/Bible	1,762,634	-	1,762,634	-
Reno Consolidated 07-01 - Corporate/Financial Blvd.	981,297	-	981,297	-
Reno Consolidated 07-02 - Ralston/S. Meadows Pkwy	757,306	-	757,306	-
Reno Consolidated 08-01 - Kirman/Sutro/9th	1,888,858	-	1,888,858	-
Reno Consolidated 09-01 - Vassar/Holcomb	3,428,153	-	3,428,153	-
Reno Consolidated 09-02 - Matley/Market/Louise/ Redwood/Automotive	1,920,049	-	1,920,049	-
Reno Consolidated 10-01 - Crummer/Green Acres/Huffaker	785,000	-	785,000	-
Reno Consolidated 10-02 - Bluestone/Offenhausser/ Patriot/Portman	1,866,520	-	1,866,520	-
Reno Consolidated 10-03 - Lakeside/Manzanita	3,169,011	-	3,169,011	-
Reno Consolidated 10-04 - Brookside/Energy/Edison/ Joule/Reactor	4,370,038	-	4,370,038	-
Reno Consolidated 10-05 - Mira Loma/Barron/Louie	863,130	-	863,130	-
Reno Consolidated 11-01 - First/State	1,663,549	-	1,663,549	-
Reno Consolidated 11-02 - Brinkby/Lymberry	2,850,741	-	2,850,741	-
Reno Consolidated 11-03 - Gould/Kuenzli/Sunshine/Prosperity	1,707,328	-	1,707,328	-
Reno Consolidated 19-01 - Sutro/1st/Lake/State St.	291,379	4,008,758	4,300,137	35,637
Reno Consolidated 19-02 - North Hills/ Hunter Lake/Sky Vista Dr.	201,324	3,425,267	3,626,591	93,990
Reno Consolidated 19-03 - Sierra Highlands/Colbert Dr.	151,048	2,452,213	2,603,261	-
Reno Consolidated 20-01 - Mayberry Dr./California Ave/First St.	-	290,770	290,770	4,319,230
Reno Consolidated 21-01 - Lund/Armstrong/Yuma	-	109,855	109,855	2,160,605
Reno overlays	225,997	-	225,997	-
Reno rehabilitation 97-1	1,065,046	-	1,065,046	-
Reno rehabilitation 98-2	1,273,479	-	1,273,479	-
Reno rehabilitation 98-3	1,676,960	-	1,676,960	-
Reno rehabilitation - Lake/Sierra/Sinclair	1,505,712	-	1,505,712	-
Reno Sparks Indian Colony Riverside Pathway	113,314	172,443	285,757	405,349
Reno-Sparks signal link	27,000	-	27,000	-
Ring Road - northeast and northwest quadrants	3,317,635	-	3,317,635	-
Ridgeview Dr. - Plumas/Lakeside	358,494	-	358,494	-
Ridgeview Terrace/Plumas	1,442,660	-	1,442,660	-
Robb Drive - Walnut/S. Las Brisas	4,923,830	-	4,923,830	-
Rock Blvd.	3,016,760	-	3,016,760	-
Rock - Glendale/McCarran Blvd.	3,800,574	-	3,800,574	-
Rock - Glendale/Hymer	841,147	-	841,147	-
Rock Blvd. - Oddie/N. McCarran Blvd.	1,489,587	-	1,489,587	-
Rock Blvd. - Victorian/Oddie	1,944,538	-	1,944,538	-
Second Street bridge	308,140	-	308,140	-
Security Circle - N. Virginia/N. Virginia	835,227	-	835,227	-
Seventh Street - Akard/Keystone	3,573,805	-	3,573,805	-
Seventh Avenue - Sun Valley/Klondike	534,358	-	534,358	-
Sierra - 9th/N. Virginia Street	1,936,791	-	1,936,791	-
Sierra Street Bike Lane	-	-	-	400,000
Silver Lake Blvd. - Silver Shores/1,000'E. of Stead	1,790,071	-	1,790,071	-
Silver Lake Blvd. - 1000' E. of Stead/Sky Vista	764,518	-	764,518	-
S. Stanford Way	699,429	-	699,429	-
S. Virginia Street - Gentry/Brinkby	396,492	-	396,492	-
S. Virginia Street - Wells intersection relocation	2,556,207	-	2,556,207	-
Southeast Connector phase 1 - Greg/Clean Water Wy. ¹	54,617,002	-	54,617,002	-

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CUMULATIVE CONSTRUCTION
PROJECT EXPENDITURES - CONTINUED
GENERAL FUND
(Regional Streets and Highways Fund)**

For the period July 1, 1965 through June 30, 2020

	Expenditures			Unexpended Balance of Project Appropriations
	July 1, 1965 through June 30, 2019	July 1, 2019 through June 30, 2020	Total	
Southeast Connector phase 2 - Clean Water Wy./S. Meadows ¹	\$ 193,619,651	\$ 732,247	\$ 194,351,898	\$ 426,098
Spaghetti Bowl Xpress	-	5,000,000	5,000,000	25,000,000
Sparks Blvd	-	162,553	162,553	8,316,758
Sparks Consolidated 19-01 - 15th St.	211,477	2,809,522	3,020,999	220,426
Sparks Consolidated 21-01 - Packer Way/Wild Island Ct.	-	32,637	32,637	1,947,363
S.E. McCarran Blvd. - Longley/Mill	3,875,960	-	3,875,960	-
S.E. McCarran Blvd. - Cashill/Plumb	5,237,865	-	5,237,865	-
S.E. McCarran Blvd. - S. Virginia/Longley	53,000	-	53,000	-
S.E. McCarran Blvd. widening - Longley/Greg ¹	24,367,677	-	24,367,677	-
S.W. McCarran Blvd. - Mayberry/US 40	4,599,570	-	4,599,570	-
S.W. McCarran Blvd. - Plumas/Skyline	156,659	-	156,659	-
S.W. McCarran Blvd. - Plumas/Skyline	6,663,719	-	6,663,719	-
S.W. McCarran Blvd. - Plumb/Mayberry	529,845	-	529,845	-
S.W. McCarran Blvd. - Skyline/Cashill	1,277,939	-	1,277,939	-
S.W. McCarran Blvd. - Skyline/Mayberry	156,959	-	156,959	-
S.W. McCarran Blvd. - S. Virginia/Plumas	1,715,990	-	1,715,990	-
Socrates Dr. - McCarran/Sienna Park	1,914,449	-	1,914,449	-
Sparks Blvd.	2,145,524	-	2,145,524	-
Sparks Blvd. - Baring/Shadow	1,266,801	-	1,266,801	-
Sparks Blvd. - Shadow/Disc	8,432,386	-	8,432,386	-
Sparks Blvd. - I-80/E. Greg	1,286,356	-	1,286,356	-
Sparks Blvd. - I-80/Prater	1,527,293	-	1,527,293	-
Sparks Blvd. - left turn at McCabe	9,677	-	9,677	-
Sparks Blvd. NB lanes - Prater/Baring	1,476,646	-	1,476,646	-
Sparks Consolidated 09-02 - Deming/Bergin/Franklin/Meredith	1,152,136	-	1,152,136	-
Sparks Consolidated 09-03 - Freeport/Steneri	2,231,867	-	2,231,867	-
Sparks Consolidated 10-01 - Pacific/Hymer/15h/16th/ 18th/19th/Pittman/Shaber/Frazer/Crane	5,008,735	-	5,008,735	-
Sparks Consolidated 11-01 - Marietta/Snider	1,720,526	-	1,720,526	-
Sparks Consolidated 12-01 - Greenbrae/Merchant	1,724,835	-	1,724,835	-
Sparks overlay projects	2,007,754	-	2,007,754	-
Sparks rehabilitation project	1,628,273	-	1,628,273	-
Sparks rehabilitation project 3	820,166	-	820,166	-
Spice Island Dr./United Circle - Greg/Franklin/Spice Island	2,395,074	-	2,395,074	-
Stead Blvd. - U.S. 395/Mt. Vida	2,859,984	-	2,859,984	-
Stoker Avenue	245,792	-	245,792	-
Sullivan Lane	30,000	-	30,000	-
Sullivan Lane - Byrd/McCarran	555,480	-	555,480	-
Summit Ridge/Sky Mountain - W. McCarran to 4th	1,524,397	-	1,524,397	-
Sun Valley alignment	21,616	-	21,616	-
Sun Valley Drive	19,554	-	19,554	-
Sun Valley - 8th/Leon	533,064	-	533,064	-
Sun Valley Corridor Multi-Modal	657,444	808,520	1,465,964	8,034,066
Sun Valley - Spanish Springs	50,063	-	50,063	-
Sutro - 9th/McCarran Blvd.	1,606,380	-	1,606,380	-
Sutro Complete St. - Mill/McCarran	1,785,808	-	1,785,808	-
Tahoe-Pyramid link	183,716	-	183,716	-
Tahoe-Pyramid link - I-80/Mt. Rose	99,989	-	99,989	-
Tanburg Dr. - 7th/Mineral	225,718	-	225,718	-
Taylor - Virginia/Holcomb/Kirman	33,557	-	33,557	-
Terminal - Gentry/Mill Street	2,291,418	-	2,291,418	-
Terminal - Plumb/Mill Street	12,105	-	12,105	-
Thomas Creek - S. Saddlehorn/Evening Song	1,242,478	-	1,242,478	-
Traffic Management 1/2/2A/2B ²	2,180,144	954,334	3,134,478	224,949
Traffic Management 3	-	90,060	90,060	1,509,940
Traffic Management/LIDAR	-	83,763	83,763	366,237

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CUMULATIVE CONSTRUCTION
PROJECT EXPENDITURES - CONTINUED
GENERAL FUND
(Regional Streets and Highways Fund)**

For the period July 1, 1965 through June 30, 2020

	Expenditures			Unexpended Balance of Project Appropriations
	July 1, 1965 through June 30, 2019	July 1, 2019 through June 30, 2020	Total	
Traffic signals	\$ 716,583	\$ -	\$ 716,583	\$ -
T/E spot intersection improvements 10	-	-	-	2,000,000
21st - Glendale/Greg	256,987	-	256,987	-
U.S. 395/S. McCarran Blvd./S. Virginia	394,390	-	394,390	-
University Terrace	829,055	-	829,055	-
Victorian Ave Bike Lane	-	-	-	262,153
Victorian Avenue Ph. I - Rock/16th	545,905	-	545,905	-
Victorian Avenue Ph. II - Pyramid/McCarran	3,383,103	-	3,383,103	-
Village - Tahoe to Country Club Dr.	1,290,321	-	1,290,321	-
Villanova - Harvard/Terminal	1,150,059	-	1,150,059	-
Virginia Street - Truckee/I-80	24,418	-	24,418	-
Virginia Street - Truckee River bridge replacement	2,000,000	-	2,000,000	-
Virginia St. Bus Rapid Transit Extension ²	24,557,969	39,099,120	63,657,089	17,792,573
Vista - Prater/Baring	1,801,361	-	1,801,361	-
Vista - Baring/Disc/Los Altos	3,438,894	-	3,438,894	-
Vista - I-80/Prater	1,721,671	-	1,721,671	-
Washington Street - 6th/7th	115,848	-	115,848	-
Washoe County regional preventive maintenance	1,828,193	-	1,828,193	-
Wedekind Road - Sullivan/McCarran	339,811	-	339,811	-
Wedekind Road - N. McCarran/Mapali	597,965	-	597,965	-
Wedge - De Spain/Mt. Rose	121,430	-	121,430	-
Wells Avenue overpass	3,163,717	-	3,163,717	-
Wells - Casazza/Second	110,438	-	110,438	-
Wells - 9th/Sutro	889,016	-	889,016	-
Wells - Kuenzli/7th St.	1,273,099	-	1,273,099	-
Wells - Virginia/Kuenzli	5,345,136	-	5,345,136	-
W 4th Street	-	-	-	400,000
W. 7th - Madera/NW McCarran	809,706	-	809,706	-
W. Huffaker - Del Monte/Spring Leaf	909,776	-	909,776	-
W. Moana Lane	188,145	-	188,145	-
West Sun Valley arterial	12,132	-	12,132	-
Whites Creek-Zolezzi/S. Virginia Street	2,376,551	-	2,376,551	-
White Lake Parkway - Village/Brant	1,048,629	-	1,048,629	-
York Way	1,998,479	-	1,998,479	-
York Way - 18th/4th	116,049	-	116,049	-
Zolezzi Lane rehabilitation and widening	1,164,468	-	1,164,468	-
	<u>\$ 939,931,881</u>	<u>\$ 77,309,279</u>	<u>\$ 1,017,241,160</u>	<u>\$ 166,574,639</u>

Notes:

- ¹ Capacity projects were previously reported in the Regional Road Impact Fee program and were transferred to Streets and Highways in FY14
- ² Combined different phases of the same project expenditures together

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CUMULATIVE CONSTRUCTION
PROJECT EXPENDITURES
SPECIAL REVENUE FUND
(Regional Road Impact Fee Fund)**

For the period July 1, 1965 through June 30, 2020

	Expenditures			Unexpended Balance of Project Appropriations
	July 1, 1965 through June 30, 2019	July 1, 2019 through June 30, 2020	Total	
Arrowcreek Parkway	\$ 2,981,540	\$ -	\$ 2,981,540	\$ -
Bicycle/Pedestrian improvements	2,554,093	-	2,554,093	-
Damonte Ranch/Double R intersection	437,940	-	437,940	-
Farnsworth	61	-	61	-
Geiger Grade realignment	932,412	-	932,412	-
Geiger Grade/Toll Road	1,762,624	-	1,762,624	-
Golden Valley Road	1,615,421	-	1,615,421	-
I580 northbound widening	20,000,000	-	20,000,000	-
Intersection improvement - Veterans/Geiger Grade	5,294,747	-	5,294,747	-
Intersection improvements 97 - all districts	434,168	-	434,168	-
Intersection improvements 98 - all districts	965,019	-	965,019	-
Intersection improvements 02 - all districts	277,711	-	277,711	-
Intersection improvements 03 - all districts	2,944,528	-	2,944,528	-
Intersection improvements 04 - all districts	4,595,415	-	4,595,415	-
Intersection improvements 05 - all districts	271,527	-	271,527	-
Intersection improvements 07 - all districts	283,468	-	283,468	-
Lemmon Drive - Military realignment	3,044,517	-	3,044,517	-
Lemmon Drive - US395 /N. Virginia	182,424	-	182,424	-
Lemmon Drive - Memorial / US 395	360,331	-	360,331	-
Lincoln Way - Marina/Sparks Blvd.	13,200	-	13,200	-
Longley - McCarran/Moana	1,386,833	-	1,386,833	-
McCarran - Kietzke/Lakeside	645,172	-	645,172	-
McCarran - Prater/I-80	208,467	-	208,467	-
McCarran Blvd sidewalk improvement - Nichols/Prater	149,881	-	149,881	-
S.E. McCarran Blvd widening - Longley/Greg ¹	14,858,157	-	14,858,157	-
Moana Lane extension - Longley/Neil	22,756,313	-	22,756,313	-
Moana Lane widening - S. Virginia/Neil	35,932,930	-	35,932,930	-
Neil/Kietzke roundabout	1,404,622	-	1,404,622	-
N. McCarran/N. Virginia intersection	2,450,082	-	2,450,082	-
North Valleys Safety Improvements (all phases)	3,144,772	767,750	3,912,522	1,223,978
Plumb/Terminal ITS	937,133	-	937,133	-
Pyramid Hwy. - La Posada/Eagle Canyon	8,829,283	-	8,829,283	-
Pyramid/McCarran intersection ¹	4,090,380	-	4,090,380	-
Pyramid/McCarran southbound right turn lane	86,413	-	86,413	-
Pyramid Hwy./US 395 connector ¹	7,596,949	-	7,596,949	-
Red Rock - Moya/U.S. 395	710,254	-	710,254	-
Signal coordination project	1,492,556	-	1,492,556	-
Signal - Mt. Rose/Thomas Creek	324,961	-	324,961	-
Sky Vista	-	293,133	293,133	1,415,905
Southeast connector alignment study	1,182,383	-	1,182,383	-
Southeast connector phase 1 - Greg/Clean Water Way ¹	30,199,524	-	30,199,524	-
Southeast connector phase 2 - Clean Water Way/ Veterans Pkwy. ¹	18,810,426	-	18,810,426	-
Sparks Blvd. - Pyramid/Los Altos	4,402,862	-	4,402,862	-
Sun Valley/Clearacre	363,043	-	363,043	-
Sun Valley/Eagle Canyon	7,604	-	7,604	-
Sun Valley/Lemmon Drive	531,198	-	531,198	-
Sun Valley/W. 7th Avenue	364,407	-	364,407	-

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF CUMULATIVE CONSTRUCTION
PROJECT EXPENDITURES - CONTINUED
SPECIAL REVENUE FUND
(Regional Road Impact Fee Fund)**

For the period July 1, 1965 through June 30, 2020

	Expenditures			Unexpended Balance of Project Appropriations
	July 1, 1965	July 1, 2019	Total	
	through June 30, 2019	through June 30, 2020		
System corridor studies	\$ 1,132,593	\$ -	\$ 1,132,593	\$ -
Traffic and pedestrian signal safety upgrade	44,903	-	44,903	-
T/E spot intersection improvements (all phases)	8,631,893	1,752,177	10,384,070	10,458,414
Traffic management center	268,948	-	268,948	-
Traffic signals	103,692	-	103,692	-
U.S. 395 NB and SB/Clearacre/Sun Valley	54,632,326	-	54,632,326	-
U.S. 395/Meadowood interchange	15,079,961	-	15,079,961	-
Virginia St. - Peckham/Moana	5,000	-	5,000	-
Virginia Street transit Q-jump	1,069,169	-	1,069,169	-
Virginia Street transit signal priority	1,066,499	-	1,066,499	-
Vista/Baring northbound left turn lane	461,633	-	461,633	-
Vista Blvd. corridor study	136,708	-	136,708	-
Vista/Pah Rah/Disc/Los Altos	2,723,274	-	2,723,274	-
Vista Blvd. widening - Los Altos/Wingfield Springs	9,821,787	-	9,821,787	-
Vista Blvd/Sparks Blvd at Los Altos	763,018	-	763,018	-
White Lake Parkway	46,049	-	46,049	-
Zolezzi Ln./I-580 interchange	62,076	-	62,076	-
Zolezzi Ln. rehabilitation and widening	1,949,394	-	1,949,394	-
Impact fee credits/waivers issued:				
Northwest District	41,127,091	-	41,127,091	-
Northeast District	74,982,099	-	74,982,099	-
South District	88,572,036	-	88,572,036	-
	<u>\$ 514,497,900</u>	<u>\$ 2,813,060</u>	<u>\$ 517,310,960</u>	<u>\$ 13,098,297</u>

Notes:

¹ Projects were transferred to the Schedule of Changes in Reserves for Project Appropriations - General Fund. Due to insufficient impact fee collections, the projects were funded with either bond funds pledged by fuel tax funds, direct fuel tax funds and/or federal funds.



STATISTICAL SECTION - (*Unaudited*)

STATISTICAL SECTION - Unaudited

This part of Regional Transportation Commission's (RTC) comprehensive annual financial report presents historical perspective, context, and detail to assist in using the information in the financial statements, note disclosures, and required supplementary information to understand and assess the RTC's overall financial health.

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Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual financial reports for the relevant year.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NET POSITION BY COMPONENT

Last ten fiscal years
(Accrual basis of accounting)
(Amounts expressed in thousands)

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
Governmental activities										
Invested in capital assets	\$ 8,596	\$ 6,822	\$ 6,290	\$ 7,367	\$ 7,146	\$ 4,323	\$ 5,028	\$ 5,882	\$ 5,919	\$ 6,737
Restricted	136,113	133,571	115,138	142,133	170,601	189,812	203,703	259,684	131,269	186,450
Unrestricted	<u>(372,506)</u>	<u>(391,330)</u>	<u>(424,725)</u>	<u>(422,778)</u>	<u>(433,608)</u>	<u>(438,024)</u>	<u>(433,877)</u>	<u>(439,896)</u>	<u>(262,933)</u>	<u>(267,138)</u>
Total governmental activities ¹	<u>\$ (227,797)</u>	<u>\$ (250,937)</u>	<u>\$ (303,297)</u>	<u>\$ (273,278)</u>	<u>\$ (255,861)</u>	<u>\$ (243,889)</u>	<u>\$ (225,146)</u>	<u>\$ (174,330)</u>	<u>\$ (125,745)</u>	<u>\$ (73,951)</u>
Business-type activities										
Invested in capital assets	\$ 97,669	\$ 94,094	\$ 89,135	\$ 79,533	\$ 73,696	\$ 74,505	\$ 78,598	\$ 79,595	\$ 78,095	\$ 78,039
Unrestricted	<u>17,569</u>	<u>13,522</u>	<u>14,020</u>	<u>19,225</u>	<u>17,539</u>	<u>16,178</u>	<u>15,053</u>	<u>15,817</u>	<u>17,703</u>	<u>20,271</u>
Total business-type activities	<u>\$ 115,238</u>	<u>\$ 107,616</u>	<u>\$ 103,155</u>	<u>\$ 98,758</u>	<u>\$ 91,235</u>	<u>\$ 90,683</u>	<u>\$ 93,651</u>	<u>\$ 95,412</u>	<u>\$ 95,798</u>	<u>\$ 98,310</u>
Primary government										
Invested in capital assets	\$ 106,265	\$ 100,916	\$ 95,425	\$ 86,900	\$ 80,842	\$ 78,828	\$ 83,626	\$ 85,477	\$ 84,014	\$ 84,776
Restricted	136,113	133,571	115,138	142,133	170,601	189,812	203,703	259,684	131,269	186,450
Unrestricted	<u>(354,937)</u>	<u>(377,808)</u>	<u>(410,705)</u>	<u>(403,553)</u>	<u>(416,069)</u>	<u>(421,846)</u>	<u>(418,824)</u>	<u>(424,079)</u>	<u>(245,230)</u>	<u>(246,867)</u>
Total primary government	<u>\$ (112,559)</u>	<u>\$ (143,321)</u>	<u>\$ (200,142)</u>	<u>\$ (174,520)</u>	<u>\$ (164,626)</u>	<u>\$ (153,206)</u>	<u>\$ (131,495)</u>	<u>\$ (78,918)</u>	<u>\$ (29,947)</u>	<u>\$ 24,359</u>

¹ See Note O for explanation of negative balances.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

CHANGES IN NET POSITIONS

**Last ten fiscal years
(Accrual basis of accounting)
(Amounts expressed in thousands)**

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
Program revenues										
Governmental activities										
Charges for services										
Streets and highways	\$ 1,198	\$ 8,443	\$ 3,787	\$ 2,482	\$ 274	\$ 194	\$ 619	\$ 713	\$ 1,792	\$ 13,265
Transportation services	367	423	426	414	639	651	636	693	682	686
Regional Road Impact Fees	7,366	4,834	5,550	4,492	2,690	3,979	-	-	-	-
Operating grants and contributions	27,422	9,226	30,324	30,525	18,184	17,826	18,251	8,145	2,848	1,657
Capital grants and contributions	2,249	210	745	228	3,462	25	7	1,563	6,792	5,171
Total governmental activities	<u>38,601</u>	<u>23,136</u>	<u>40,832</u>	<u>38,140</u>	<u>25,249</u>	<u>22,675</u>	<u>19,513</u>	<u>11,114</u>	<u>12,114</u>	<u>20,779</u>
Business-type activities										
Charges for services										
Passenger fares	3,973	5,108	5,615	5,717	5,909	5,978	6,176	5,959	5,917	5,738
Bus advertising	246	262	264	190	181	206	216	277	347	422
Rental income	400	357	435	458	455	421	460	460	434	437
Operating grants and contributions	9,949	4,320	4,088	4,826	3,618	3,404	3,499	3,989	3,483	9,814
Capital grants and contributions	8,398	12,935	7,848	9,882	3,813	980	4,147	5,463	4,580	15,279
Total business-type activities	<u>22,966</u>	<u>22,982</u>	<u>18,250</u>	<u>21,073</u>	<u>13,976</u>	<u>10,989</u>	<u>14,498</u>	<u>16,148</u>	<u>14,761</u>	<u>31,690</u>
Total program revenues	<u>\$ 61,567</u>	<u>\$ 46,118</u>	<u>\$ 59,082</u>	<u>\$ 59,213</u>	<u>\$ 39,225</u>	<u>\$ 33,664</u>	<u>\$ 34,011</u>	<u>\$ 27,262</u>	<u>\$ 26,875</u>	<u>\$ 52,469</u>
Expenses										
Governmental activities										
Streets and highways	\$ 85,664	\$ 39,637	\$ 118,730	\$ 101,901	\$ 83,266	\$ 67,542	\$ 106,986	\$ 91,016	\$ 85,851	\$ 89,240
Transportation services	10,258	9,949	10,348	9,279	8,136	7,403	7,372	7,387	6,894	7,344
Regional Road Impact Fees	3,545	2,727	5,154	6,515	3,036	2,067	-	-	-	-
Metropolitan planning	2,794	2,653	2,226	2,519	3,221	2,707	3,759	2,803	3,452	2,122
Interest and fiscal charges	12,947	18,685	19,284	19,586	19,867	20,134	20,351	14,066	12,584	10,493
Total governmental activities	<u>115,209</u>	<u>73,652</u>	<u>155,743</u>	<u>139,802</u>	<u>117,526</u>	<u>99,853</u>	<u>138,468</u>	<u>115,272</u>	<u>108,781</u>	<u>109,199</u>
Business-type activities										
Public transportation	40,541	39,282	31,465	31,251	30,307	30,202	30,411	30,110	29,761	30,639
Total expenses	<u>\$ 155,750</u>	<u>\$ 112,934</u>	<u>\$ 187,208</u>	<u>\$ 171,053</u>	<u>\$ 147,833</u>	<u>\$ 130,055</u>	<u>\$ 168,879</u>	<u>\$ 145,382</u>	<u>\$ 138,542</u>	<u>\$ 139,838</u>
Net expenses										
Governmental activities	\$ (76,608)	\$ (50,515)	\$ (114,910)	\$ (101,661)	\$ (92,277)	\$ (77,178)	\$ (118,955)	\$ (104,158)	\$ (96,667)	\$ (88,420)
Business-type activities	(17,575)	(16,300)	(13,215)	(10,178)	(16,331)	(19,213)	(15,913)	(13,962)	(15,000)	1,051
Total net expense	<u>\$ (94,183)</u>	<u>\$ (66,815)</u>	<u>\$ (128,125)</u>	<u>\$ (111,839)</u>	<u>\$ (108,608)</u>	<u>\$ (96,391)</u>	<u>\$ (134,868)</u>	<u>\$ (118,120)</u>	<u>\$ (111,667)</u>	<u>\$ (87,369)</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

CHANGES IN NET POSITION - CONTINUED

Last ten fiscal years
(Accrual basis of accounting)
(Amounts expressed in thousands)

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
General revenues and other changes in net position										
Governmental activities										
Motor vehicle fuel tax	\$ 85,471	\$ 86,738	\$ 81,180	\$ 75,058	\$ 68,015	\$ 58,934	\$ 49,575	\$ 41,828	\$ 35,319	\$ 29,385
Public transportation tax	8,769	11,650	9,806	8,989	9,932	8,414	8,786	8,459	7,726	4,250
Regional Road Impact fees	-	-	-	-	-	-	8,165	8,598	-	-
Unrestricted investment earnings	4,304	3,266	465	235	1,971	779	909	207	1,085	556
Miscellaneous revenue	692	990	162	(260)	193	12	246	3	55	150
Gain (loss) on disposal of capital assets	252	19	8	4	9	-	2	10	-	-
Transfers	11,479	210	300	218	184	188	308	(561)	338	246
Total governmental activities	<u>110,967</u>	<u>102,874</u>	<u>91,922</u>	<u>84,244</u>	<u>80,304</u>	<u>68,327</u>	<u>67,991</u>	<u>58,544</u>	<u>44,523</u>	<u>34,587</u>
Business-type activities										
Public transportation tax	24,751	20,274	21,278	17,837	16,661	16,270	14,231	12,927	12,472	15,182
Investment earnings	608	545	65	34	304	134	172	35	321	71
Miscellaneous revenue	98	134	30	43	114	18	44	15	30	923
Gain (loss) on disposal of capital assets	-	18	-	6	(12)	10	14	38	3	2
Transfers	(260)	(210)	(300)	(218)	(184)	(188)	(308)	561	(338)	(246)
Total business-type activities	<u>25,197</u>	<u>20,762</u>	<u>21,074</u>	<u>17,701</u>	<u>16,883</u>	<u>16,244</u>	<u>14,153</u>	<u>13,576</u>	<u>12,488</u>	<u>15,932</u>
Total primary government	<u>\$ 136,164</u>	<u>\$ 123,636</u>	<u>\$ 112,996</u>	<u>\$ 101,945</u>	<u>\$ 97,187</u>	<u>\$ 84,571</u>	<u>\$ 82,144</u>	<u>\$ 72,120</u>	<u>\$ 57,011</u>	<u>\$ 50,519</u>
Change in net position										
Governmental activities	\$ 34,359	\$ 52,359	\$ (22,989)	\$ (17,417)	\$ (11,973)	\$ (8,851)	\$ (50,964)	\$ (45,614)	\$ (52,144)	\$ (53,833)
Business-type activities	<u>7,622</u>	<u>4,461</u>	<u>7,859</u>	<u>7,523</u>	<u>552</u>	<u>(2,969)</u>	<u>(1,760)</u>	<u>(386)</u>	<u>(2,512)</u>	<u>16,983</u>
Total primary government	<u>\$ 41,981</u>	<u>\$ 56,820</u>	<u>\$ (15,130)</u>	<u>\$ (9,894)</u>	<u>\$ (11,421)</u>	<u>\$ (11,820)</u>	<u>\$ (52,724)</u>	<u>\$ (46,000)</u>	<u>\$ (54,656)</u>	<u>\$ (36,850)</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

FUND BALANCES OF GOVERNMENTAL FUNDS

**Last ten fiscal years
(Modified accrual basis of accounting)
(Amounts expressed in thousands)**

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
General fund										
Nonspendable	\$ 246	\$ 307	\$ 304	\$ 271	\$ 221	\$ 170	\$ 192	\$ 182	\$ 201	\$ 146
Restricted	94,433	87,463	58,704	88,510	112,912	136,930	153,058	215,711	93,225	149,515
Total general fund	<u>\$ 94,679</u>	<u>\$ 87,770</u>	<u>\$ 59,008</u>	<u>\$ 88,781</u>	<u>\$ 113,133</u>	<u>\$ 137,100</u>	<u>\$ 153,250</u>	<u>\$ 215,893</u>	<u>\$ 93,426</u>	<u>\$ 149,661</u>
All other governmental funds										
Nonspendable	\$ 205	\$ 218	\$ 374	\$ 384	\$ 133	\$ 124	\$ 199	\$ 157	\$ 219	\$ 135
Restricted	41,679	46,108	56,434	53,622	57,689	52,882	50,645	43,973	38,044	42,680
Assigned	4,382	2,767	1,543	2,234	381	2,914	2,360	1,074	535	-
Unassigned	-	-	-	-	(541)	-	-	-	(274)	(277)
Total all other governmental funds	<u>\$ 46,267</u>	<u>\$ 49,093</u>	<u>\$ 58,351</u>	<u>\$ 56,240</u>	<u>\$ 57,662</u>	<u>\$ 55,920</u>	<u>\$ 53,204</u>	<u>\$ 45,204</u>	<u>\$ 38,524</u>	<u>\$ 42,538</u>

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS

Last ten fiscal years
(Modified accrual basis of accounting)
(Amounts expressed in thousands)

	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Revenues										
Motor vehicle fuel tax	\$ 85,471	\$ 86,738	\$ 81,180	\$ 75,058	\$ 68,015	\$ 58,934	\$ 49,575	\$ 41,828	\$ 35,319	\$ 29,385
Public transportation tax	8,769	11,650	9,806	8,989	9,932	8,414	8,786	8,459	7,726	4,250
Impact fees	7,366	4,831	5,550	4,492	2,690	3,979	8,165	8,598	596	11,226
Passenger fares	367	423	426	413	639	651	636	693	683	686
Investment income	4,304	3,266	465	235	1,971	779	909	207	1,085	556
Reimbursements	2,121	7,628	3,605	2,467	233	161	644	716	1,168	2,162
Planning, operating and capital grants	30,390	9,982	34,534	28,970	19,928	18,711	17,919	12,125	5,866	5,118
Miscellaneous income	439	1,005	237	(160)	340	253	531	213	263	380
Total revenues	139,226	125,523	135,803	120,465	103,748	91,882	87,165	72,839	52,706	53,763
Expenditures										
Streets and highways	87,620	51,626	124,837	107,873	85,286	69,386	106,872	90,760	85,533	89,024
Transportation services	8,713	8,659	9,032	7,817	7,158	6,700	6,526	6,247	5,945	6,358
Metropolitan planning	2,794	2,653	2,226	2,402	3,167	2,649	3,672	2,725	3,357	2,043
Capital outlay	3,362	1,856	242	1,663	3,841	43	9	1,898	124	711
Debt service										
Principal	6,626	2,303	7,603	6,604	6,309	6,096	5,997	5,788	5,438	-
Interest	15,555	19,446	19,790	20,059	20,362	20,584	19,156	12,497	13,223	7,662
Debt service fees & fiscal charges	35	1,022	45	42	42	46	34	36	22	886
Total expenditures	124,705	87,566	163,776	146,459	126,165	105,504	142,266	119,951	113,642	106,684
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	14,521	37,957	(27,973)	(25,994)	(22,417)	(13,622)	(55,101)	(47,112)	(60,936)	(52,921)
Other financing sources (uses)										
Transfers in (out)	260	210	300	217	184	188	308	225	338	246
Debt issuance ¹	56,235	183,235	-	-	-	-	-	165,000	-	90,000
Bond premium	12,272	22,507	-	-	-	-	-	11,023	-	340
Bond discount	-	-	-	-	-	-	-	-	-	-
Payment to refunded bond escrow agent	(79,456)	(224,426)	-	-	-	-	-	-	-	-
Sale of capital assets	252	19	8	4	9	-	2	10	-	-
Total other financing sources (uses)	(10,438)	(18,455)	308	221	193	188	310	176,258	338	90,586
NET CHANGE IN FUND BALANCES	\$ 4,083	\$ 19,503	\$ (27,664)	\$ (25,773)	\$ (22,224)	\$ (13,434)	\$ (54,791)	\$ 129,146	\$ (60,598)	\$ 37,665
DEBT SERVICE AS A PERCENTAGE OF NONCAPITAL EXPENDITURES	18.3%	26.6%	16.8%	18.4%	21.8%	25.3%	17.7%	15.5%	16.5%	8.1%

¹ Proceeds from the issuance of debt are detailed in Note I & J.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

REVENUES BY SOURCE, GOVERNMENTAL FUNDS

Last ten fiscal years
(Modified accrual basis of accounting)

Fiscal Year	Motor Vehicle Fuel Tax	Regional Road Impact Fee Credits ¹	Regional Road Impact Fees	Public Transportation Tax	Total
2020	\$ 85,470,620	\$ -	\$ 7,365,705	\$ 8,769,484	\$ 101,605,809
2019	86,738,311	-	4,830,616	11,650,266	103,219,193
2018	81,179,894	714,512	4,835,052	9,805,973	96,535,431
2017	75,058,070	452,098	4,039,431	8,989,017	88,538,616
2016	68,015,031	-	2,690,468	9,932,269	80,637,768
2015	58,934,179	953,787	3,025,633	8,414,074	71,327,673
2014	49,574,968	6,790,658	1,374,381	8,786,166	66,526,173
2013	41,827,886	7,470,788	1,126,781	8,459,319	58,884,774
2012	35,318,650	346,025	249,938	7,726,463	43,641,076
2011	29,385,293	10,730,150	496,279	4,250,000	44,861,722
<u>Change</u>					
2011-2020	190.9%	-100.0%	1384.2%	106.3%	126.5%

¹ Regional Road Impact Fee Credits are non-cash revenue

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

REVENUES BY SOURCE, PROPRIETARY FUNDS

Last ten fiscal years
(Accrual basis of accounting)

Fiscal Year	Public Transportation Tax	Passenger Fares	Federal Operating Government Grant	Bus Advertising	Investment Income	Miscellaneous ⁵	Total
2020	\$ 24,750,890	\$ 3,972,632 ¹	\$ 9,949,185 ³	\$ 245,866	\$ 607,728	\$ 498,152	\$ 40,024,453
2019	20,274,451	5,108,047	4,320,161	261,659	544,930	508,491	31,017,739
2018	21,278,436	5,614,832 ²	4,088,110	264,091	65,488	465,798	31,776,755
2017	17,836,832	5,716,864	4,825,788	190,455	33,843	505,727	29,109,509
2016	16,661,346	5,908,612	3,618,038	181,404	303,719	556,570	27,229,689
2015	16,270,368	5,977,902	3,403,457	206,391	134,063	448,611	26,440,792
2014	14,230,831	6,175,971	3,498,641	216,345	172,261	517,092	24,811,141
2013	12,926,595	5,959,133	3,989,322	277,131	35,051	512,661	23,699,893
2012	12,472,313	5,916,656	3,482,964	347,714	320,859	466,834	23,007,340
2011	15,182,174	5,738,460	9,814,365	422,428	70,699	1,361,740 ⁴	32,589,866
Change 2011-2020	63.0%	-30.8%	1.4%	-41.8%	759.6%	-63.4%	22.8%

¹ The reduction in fares is due to significant loss of ridership due to COVID-19.

² October 6, 2018 Passenger Fare Changes:

* All U.S. Veteran riders qualify for reduced fare; Single ride disabled decreased from \$1.00 to \$0.75; 7-Day full fare pass decreased from \$19.50 to \$14.50; 7-Day regular fare pass decreased from \$9.75 to \$6.00; Single ride RTC ACCESS ID increased from \$0.50 to \$0.75; Transfers were eliminated; 31-Day Disabled pass increased from \$26.00 to \$32.50; 24-Hour pass discontinued; One Day pass expires at midnight.

* Effective 7/1/2014, RTC RIDE and RTC RAPID prepaid passes were reduced by 7%. RTC INTERCITY fare was increased by 25%.

RTC Sierra Spirit implemented a 25-cent regular fare and 10-cent reduced fare. RTC ACCESS on RTC RIDE 10-ride pass was reduced from \$5 to \$4.

³ Includes CARES act funding used for operating expenses.

⁴ Includes NV Energy Incentive Program & Sure Bet Program rebate of \$815,340 for Solar, Lighting, and HVAC ARRA grant projects.

⁵ Includes rental income and gain on sale of assets.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**PRINCIPAL REGIONAL ROAD IMPACT FEE CREDIT RECIPIENTS¹
YEARS 2020 AND 2011**

Last ten fiscal years

Certificate Holders	2020			2011		
	Value of Waivers Issued³	Rank	% of Total Value	Value of Credits Issued²	Rank	% of Total Value
Spanish Springs Associates	\$ -	-	0.0%	\$ 4,822,258	1	44.9%
Nevada Tri-Partners, LLC	-	-	0.0%	4,732,892	2	44.1%
RTM-HRCF Sky Vista, LLC	-	-	0.0%	1,175,000	3	11.0%
Total Ten Largest Credit Recipients	\$ -		0.0%	\$ 10,730,150		100.0%
Total Impact Fee Credits Issued	<u>\$ -</u>		<u>0.0%</u>	<u>\$ 10,730,150</u>		<u>100.0%</u>

- ¹ Any person, except a unit of government, who constructs all or part of a capital improvement included in the Regional CIP or offers a dedication of land may apply for a Regional Road Impact Fee Credit/Waiver. RRIF Credits measured in Vehicle Miles Traveled (VMT) were issued prior to 3/2/2015. RRIF Waivers, replaced the RRIF Credit program in 2015, and are measured in dollars. The RTC RRIF Administrator determines which capital improvements and/or right-of-way dedications are eligible for Credits/Waivers. RRIF Credits and Waivers are managed in an online RRIF Automation account.
- ² RRIF Credits may be used by the original Developer of Record to pay up to 100% of the impact fees owed within the Benefit District where they were earned. RRIF Credits transferred to a 3rd Party can be used to pay up to 100% of impact fees owed within the Development of Record where they were earned and up to 50% of the impact fees owed outside the Development of Record, but within the Benefit District. RRIF Credits may not be used outside the Benefit District where the RRIF Credits were earned. Unused RRIF Credits expire twenty years from the date of approval of the Capital Contribution Front Ending Agreement (CCFEA). In 2017, a one-time offer to extend the expiration date for an additional 10 years was given to existing credit holders.
- ³ RRIF Waivers may be used by the original Developer of Record to pay up to 100% of the impact fees owed within the Development of Record and do not expire. RRIF Waivers transferred to a 3rd Party can be used to pay up to 100% of the impact fees owed within the Development of Record where they were earned. RRIF Waivers may not be used outside the Development of Record. The impact fees owed using RRIF Waivers are based on the fee schedule in effect at the time of the RRIF Offset Agreement for the land uses identified in the agreement. Impact fees owed for any changes to the original land use will be assessed at the current impact fee rate.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

VEHICLE MILES TRAVELED (VMT) UNITS¹

Last ten fiscal years

	2020	2019	2018	2017	2016³	2015	2014	2013	2012	2011
Total VMT units issued in Reno ²	-	-	2,135	1,546	-	6,885	21,440	27,454	500	42,931
Total VMT units issued outside Reno	-	-	-	-	-	-	17,984	27,018	1,047	34,808
Total VMT units	<u>-</u>	<u>-</u>	<u>2,135</u>	<u>1,546</u>	<u>-</u>	<u>6,885</u>	<u>39,424</u>	<u>54,472</u>	<u>1,547</u>	<u>77,739</u>

¹ Any person, except a unit of government, who constructs all or part of a capital improvement included in the Regional CIP or offers a dedication of land may apply for a Regional Road Impact Fee Credit/Waiver. RRIF Credits measured in Vehicle Miles Traveled (VMT) were issued prior to 3/2/2015. RRIF Waivers, replaced the RRIF Credit program in 2015, and are measured in dollars. The RTC RRIF Administrator determines which capital improvements and/or right-of-way dedications are eligible for Credits/Waivers. RRIF Credits and Waivers are managed in an online RRIF Automation account.

² Prior to 2014, impact fees were slightly lower in the City of Reno. Impact Fees were discounted to account for additional payments made by new development within the City of Reno to pay for outstanding debt on Reno's 1985 and 1989 bond issues which were used for road capital improvements and improvements on existing roadways. The City of Sparks and Washoe County had no outstanding debt for road improvements. Beginning 2014, the bonds were paid off.

³ Beginning 2016, VMTs shown represent the RRIF Waivers issued. RRIF Waivers are issued in dollars and are converted to Vehicle Miles Traveled (VMTs) based on the impact fee rate in effect as of the date of the RRIF Offset Agreement.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

DIRECT AND OVERLAPPING TAX RATES

Last ten fiscal years

Fiscal Year	RTC Direct Sales Tax Rate ¹	Washoe County Sales Tax Rate	RTC Direct Vehicle Fuel Tax Rate ²	Annual RTC Direct Vehicle Fuel Tax Index Incr. ³	Washoe County Vehicle Fuel Tax Rate	Annual Washoe County Vehicle Fuel Tax Index Incr. ³	RTC Direct Impact Fee in Reno Rate ⁴	RTC Direct Impact Fee Outside Reno Rate	RTC Direct Impact Fee in North Area Rate ⁵	RTC Direct Impact Fee in South Area Rate ⁵
2020	0.375%	8.265%	\$ 0.3927	\$ 0.0098	\$ 0.5123	\$ 0.0113	N/A	N/A	\$320.71/VMT	\$313.18/VMT
2019	0.375%	8.265%	0.3829	0.0145	0.5010	0.0168	N/A	N/A	267.58/VMT	303.11/VMT
2018	0.375%	8.265%	0.3684	0.0155	0.4842	0.0179	N/A	N/A	262.69/VMT	297.58/VMT
2017	0.375%	7.725%	0.3529	0.0239	0.4663	0.0403	N/A	N/A	262.69/VMT	297.58/VMT
2016	0.375%	7.725%	0.3289	0.0348	0.4386	0.0403	N/A	N/A	258.20/VMT	292.50/VMT
2015	0.375%	7.725%	0.2942	0.0378	0.3983	0.0438	N/A	N/A	253.39/VMT	287.05/VMT
2014	0.375%	7.725%	0.2564	0.0366	0.3546	0.0423	\$216/VMT	\$227/VMT		
2013	0.375%	7.725%	0.2198	0.0323	0.3123	0.0374	216/VMT	227/VMT		
2012	0.375%	7.725%	0.1875	0.0264	0.2749	0.0305	216/VMT	227/VMT		
2011	0.375%	7.725%	0.1611	0.0261	0.2443	0.0302	216/VMT	227/VMT		

¹ The RTC's sales tax rate may only be changed with the approval of the Board of County Commissioners and enacted State legislation. Effective November 1, 1982, the Board of County Commissioners imposed a sales tax of 1/4 cent for mass transit or the construction of public roads. Effective July 1, 2003, the Board of County Commissioners imposed an additional 1/8 cent sales tax.

² The RTC's motor vehicle fuel tax rate may only be changed with the approval of the Board of County Commissioners and enacted State legislation. In 1965, a \$0.01 per gallon fuel tax was levied for the purpose of constructing and improving the street and highway transportation facilities within Washoe County. In 1971, it was increased to \$0.02 per gallon and in 1982 to \$0.04 per gallon. In April of 1994, a temporary additional \$0.05 per gallon was approved then made permanent in September of 1995. Reference note 3 below. Annual rates reflect year-to-year cumulative indexing.

³ Effective October 1, 2003, the Board of County Commissioners approved fuel tax indexing which imposed additional new taxes on motor vehicle fuel. On the first day of each fiscal year, motor vehicle fuel tax was increased by (i) the lesser of 4.5 percent or (ii) the average percentage of the increase in the Consumer Price Index for West Urban Consumers for the preceding 5 years. At the November 2008 election, County voters approved RTC5 and the State Legislature enacted the bill which revised the indexing provisions for the 9-cent motor vehicle fuel tax. The county was thereby authorized to impose additional taxes on motor vehicle fuel and special fuels for the benefit of the Commission, and provided for annual increases in such taxes to be calculated using a formula based on (i) the lesser of 7.8% or (ii) a rolling 10-year average of the changes in the Producer Price Index for Street and Highway Construction. The PPI adjustments were imposed on the CPI adjusted rate of 10.5621 cents per gallon. The PPI adjusted rate went into effect with April 2010 fuel tax collections. Rates shown reflect the annual change in the index.

⁴ The imposition of an impact fees for the construction of new roads and to make capacity improvements is established by State legislation. RTC impact fee rates may only be changed with the approval of ordinances adopted by all participating local governments. The 2003 passage of WC-2 allowed for the indexing of impact fee and NRS 278B.225 was established to allow automatic inflationary adjustments to the fees. Rates shown are based on a single-family detached home.

⁵ Effective December 1, 2019 the 6th edition of the Regional Road Impact Fee (RRIF) System General Administrative Manual (GAM) was adopted. Impact fee rates were changed in the 5th edition of the RRIF GAM from a single Service Area with rates for Inside/Outside Reno to separate impact fee rates based on the North and South Service Areas.

Source: Nevada Department of Taxation and Regional Transportation Commission

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

RATIOS OF OUTSTANDING DEBT BY TYPE

**Last ten fiscal years
(Amounts expressed in thousands)**

	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
Governmental activities										
Revenue bonds	\$ 319,400	\$ 346,612	\$ 390,732	\$ 398,335	\$ 404,939	\$ 411,248	\$ 417,344	\$ 423,341	\$ 264,129	\$ 269,567
Line of credit	-	-	-	-	-	-	-	-	-	-
Less Deferred amounts										
Bond Premium	33,055	22,016	9,180	9,558	9,937	10,316	10,694	11,137	308	425
Bond Discount	-	(9)	(25)	(41)	(56)	(72)	(88)	(103)	(119)	(135)
Total primary government	<u>\$ 352,455</u>	<u>\$ 368,619</u>	<u>\$ 399,887</u>	<u>\$ 407,852</u>	<u>\$ 414,820</u>	<u>\$ 421,492</u>	<u>\$ 427,950</u>	<u>\$ 434,375</u>	<u>\$ 264,318</u>	<u>\$ 269,857</u>
Percentage of personal income	<u>1.3791%</u>	<u>1.6347%</u>	<u>1.7733%</u>	<u>1.9179%</u>	<u>2.0571%</u>	<u>2.2094%</u>	<u>2.2724%</u>	<u>2.2131%</u>	<u>1.4157%</u>	<u>1.4876%</u>
Per capita	<u>\$ 0.75</u>	<u>\$ 0.80</u>	<u>\$ 0.86</u>	<u>\$ 0.89</u>	<u>\$ 0.92</u>	<u>\$ 0.95</u>	<u>\$ 0.98</u>	<u>\$ 1.00</u>	<u>\$ 0.61</u>	<u>\$ 0.63</u>

Details regarding the RTC's outstanding debt can be found in the notes to the financial statements. See the Schedule of Demographic and Economic Statistics on page 116 for personal income and population data.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**COMPUTATION OF GENERAL OBLIGATION
DIRECT AND OVERLAPPING DEBT**

**As of June 30, 2020
(amounts expressed in thousands)**

Name of Governmental Unit	Debt Outstanding	Presently Self-Supporting Debt	Percent Applicable to Washoe County ¹	Applicable Net Debt
Direct ²				
Regional Transportation Commission				
Revenue bonds ³	\$ 319,400	\$ 319,400	0%	\$ 319,400
Total Direct Debt	<u>319,400</u>	<u>319,400</u>		<u>319,400</u>
Overlapping				
Washoe County School District	1,035,502	-	100%	1,035,502
Reno-Sparks Convention & Visitors Authority	92,088	92,088	100%	-
City of Reno	32,580	-	100%	32,580
City of Reno supported by specific revenue	322,240	322,240	100%	-
City of Reno - Special Assessment bonds ⁴	7,245	7,245	100%	-
City of Sparks	27,933	-	100%	27,933
City of Sparks - Sewer and Utility bonds	3,471	3,471	100%	-
Incline Village General Improvement District	5,341	5,341	100%	-
State of Nevada	1,283,145	349,439	14.14%	131,559
Total Overlapping Debt	<u>2,809,545</u>	<u>779,824</u>		<u>1,227,574</u>
 Total Direct and Overlapping debt	 <u>\$ 3,128,945</u>	 <u>\$ 1,099,224</u>		 <u>\$ 1,546,974</u>

¹ Based on FY 2019-20 assessed valuation in the respective jurisdiction.

² Includes all governmental debt activities and amounts are net of related discounts, premiums and deferred refunding charges.

³ Revenue bonds are not general obligation, but are special limited obligation of the County payable solely from the pledged revenue.

⁴ Special assessment bonds are not general obligations of Washoe County, or of the Cities of Reno and Sparks. If however, the special assessments collected, with all other available resources were insufficient to meet debt service requirements on these bonds, the respective bond ordinances require that the deficiency be made up with the governments' general funds.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

PLEGGED REVENUE BOND COVERAGE AND LIMITATIONS

Last ten fiscal years

Debt Service			Motor Vehicle Fuel Tax ¹			Public Transportation Tax ³	Limitations ⁴	Bond Coverage ⁵			
Fiscal Year	Principal	Interest	Total Debt Service	RTC 9¢ + Index ²	Washoe County 5.35¢ + 1¢	Total Net Pledged Fuel Tax Revenues	Total Net Pledged Public Transportation Tax Revenues	Revenues in Excess of Debt Service	Bond Coverage Actual	Bond Coverage Required	Excess Coverage
2020	\$ 6,626,000	\$ 15,554,662	\$ 22,180,662	\$ 85,470,620	N/A	\$ 85,470,620	\$ 11,077,938	\$ 74,367,896	385%	200%	185%
2019	2,303,000	19,445,659	21,748,659	86,738,311	N/A	86,738,311	10,450,532	75,440,184	399%	200%	199%
2018	7,603,000	19,789,748	27,392,748	81,179,894	N/A	81,179,894	10,211,947	63,999,093	296%	125%	171%
2017	6,604,000	20,058,757	26,662,757	75,058,070	N/A	75,058,070	9,378,033	57,773,346	282%	125%	157%
2016	6,309,000	20,362,279	26,671,279	68,015,031	N/A	68,015,031	8,864,538	50,208,290	255%	125%	130%
2015	6,096,000	20,584,244	26,680,244	58,934,179	N/A	58,934,179	8,228,147	40,482,082	221%	125%	96%
2014	5,997,000	19,156,381	25,153,381	49,574,968	N/A	49,574,968	7,672,332	32,093,919	197%	125%	72%
2013	5,788,000	12,496,721	18,284,721	41,827,886	N/A	41,827,886	7,128,638	30,671,803	229%	125%	104%
2012	5,438,000	13,222,764	18,660,764	35,318,650	N/A	35,318,650	6,732,925	23,390,811	189%	125%	64%
2011	-	7,661,705	7,661,705	29,385,293	N/A	29,385,293	6,477,392	28,200,980	368%	125%	243%

- ¹ The amounts of these taxes have increased over the years. In 1977, the rates were 2¢ and 1½¢. In 1982, these were raised to 4¢ and 1½¢. In 1983, they were increased again to the level of 4¢ and 3¢. In 1986 the 3¢ motor vehicle fuel tax previously distributed to the RTC for bond covenant provisions was distributed by the State of Nevada directly to Washoe County and the Cities of Reno and Sparks, as provided for in Chapter 365 of the Nevada Revised Statutes. The 3¢ rate was increased to 4.28¢ in 1988 and 5.35¢ in 1989. In April 1994, the 4¢ was raised to 9¢. In 1983, the 1¢ rate was implemented for Washoe County roads.
- ² The bond covenant provisions of the 2018, 2019 and 2010 Series E and F revenue bonds identify as net pledged revenues motor vehicle fuel taxes consisting of the 9¢ per gallon motor vehicle fuel tax together with prior annual increases to that base rate calculated as the lesser of: (i) 4.5% increase or (ii) the average percentage of the increase in the Consumer Price Index for West Urban Consumers for the preceding 5 years. Pursuant to a ballot measure in November 2008 and subsequent enactment of Chapter 501 at the State Legislature, additional taxes were imposed on motor vehicle fuel and special fuels for the benefit of the RTC which provided for annual increases using a formula based on the lesser of (i) 7.8% or (ii) a rolling 10-year average of changes in the Producer Price Index (PPI) for Street and Highway Construction. The PPI rate went into effect January 1, 2010 and is adjusted on July 1, annually.
- ³ The bond covenant provisions of the 2010 Series H revenue bonds identify as net pledged revenues sales taxes imposed at a rate of one-eighth of one percent (.0125%) and income derived from any additional Sales Tax imposed by the County should the RTC Board choose to include the additional tax in pledged revenues. The RTC Board may elect to include additional taxes in pledged revenues for the remaining term of the 2010H bonds by adoption of a resolution or ordinance to include such tax.
- ⁴ The following limitations on bond coverage are calculated in these columns:
a. Nevada Revised Statutes 373.130 states that revenues from vehicle fuel tax must be adequate to meet the payment of outstanding debt as it becomes due.
b. Washoe County Bond Ordinance requires that the net pledged revenues derived in any twelve consecutive months of the last eighteen months of fiscal year immediately preceding the date of the issuance of such additional parity securities shall have been at least sufficient to pay an amount equal to 200% of the combined maximum annual principal and interest requirements of the outstanding bonds and any other outstanding parity securities of the County and the parity securities proposed to be issued (excluding any reserves therefore).
- ⁵ The Actual Bond Coverage and Excess Coverage are calculated as follows:
a. Bond Coverage – Actual is equal to the Total Net Pledged Fuel Tax Revenues divided by Total Debt Service.
b. Excess Coverage is equal to the difference between Bond Coverage – Actual and Bond Coverage – Required.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

DEMOGRAPHIC AND ECONOMIC STATISTICS

Last ten fiscal years
(Dollars Expressed in Thousands)

Fiscal Year	Population¹	Personal Income²	Per Capita Personal Income²	Median Age³	Total Labor Force⁴	Unemployment Rate (Percent)⁴	Construction Activity - Total Value⁵	Number of New Family Units⁵
2020	472,069	\$ 27,776,003	60	38.1	255,915	3.2%	\$ 450,868	617
2019	464,630	25,556,498	55	38.0	250,005	3.6%	458,823	572
2018	460,237	22,549,907	48	37.9	239,119	4.2%	345,710	481
2017	459,142	21,265,239	46	37.5	223,409	4.0%	301,127	378
2016	451,248	20,164,911	45	37.5	213,923	6.4%	231,742	320
2015	444,008	19,077,494	43	37.4	213,773	6.4%	246,628	255
2014	436,647	18,832,669	43	37.6	206,624	7.2%	203,086	120
2013	433,731	19,627,834	45	37.6	219,550	9.8%	126,468	74
2012	429,908	18,656,484	43	37.0	222,532	12.3%	95,876	83
2011	424,912	18,121,519	43	37.2	225,481	13.2%	67,721	55

Sources:

- ¹ FY 2011 through FY 2013 Annual population, Data Analysis 2010 US Census-Nevada
Per Governor Certified Population of Nevada's Counties, Cities and Towns 2000 to 2013
FY 2014: Washoe County Community Development, with projected growth rate applied to the 2010 US Census
FY 2015 - FY 2020 data source: Nevada State Demographer's Office-NV Small Business Development Center
- ² FY 2012 and prior: U.S. Department of Commerce, Bureau of Economic Analysis (BEA)
FY 2013 - FY 2014: Washoe County Community Development Demographic Information
FY 2014 - FY 2020: BEA 2012 Estimate with Compound Annual Growth Rate applied
- ³ FY 2011 - FY 2013: Center for Regional Studies, University of Nevada, Reno
FY 2014 - FY 2018: Trend applied to U.S. Census Bureau 2008-2012 American Community Survey 5-Year Estimates
FY 2019 - FY 2020: United States Census Bureau
- ⁴ Total represents the average labor force during the fiscal year. Nevada State Department of Employment, Training and Rehabilitation (DETR)
- ⁵ Washoe County Building and Safety Department

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

PRINCIPAL EMPLOYERS

Current year and nine years ago

Employer	December, 2019			December, 2010		
	Employees ¹	Rank	Percentage of Total County Employment	Employees ¹	Rank	Percentage of Total County Employment
Washoe County School District	8,750	1	3.47%	7,750	1	4.22%
Renown Medical Center	7,500	2	2.97%	2,250	4	1.22%
University of Nevada - Reno	4,750	3	1.88%	4,750	2	2.58%
Peppermill Hotel Casino-Reno	3,000	4	1.19%	2,250	5	1.22%
Grand Sierra Resort & Casino	3,000	5	1.19%	1,750	9	0.95%
Silver Legacy Resort Casino	3,000	6	1.19%	1,750	7	0.95%
Harrah's Reno	3,000	7	1.19%	-	-	-
Eldorado Hotel & Casino	3,000	8	1.19%	-	-	-
St. Marys	3,000	9	1.19%	1,750	10	0.95%
Washoe County	2,800	10	1.11%	2,750	3	1.50%
Atlantis Casino Resort	-	-	-	1,750	8	0.95%
International Game Technology PLC ²	-	-	-	2,250	6	1.22%
Total Washoe County Covered Employment	252,484			183,850		

¹ Nevada Revised Statutes Chapter 612 stipulates that actual employment for individual employers may not be published. The Nevada Department of Employment Training and Rehabilitation outsources the publication of this information to Inforgroup. Inforgroup publishes employee counts in ranges of 5000. The number of employees are estimated using the midpoint.

² International Game Technology was acquired by Gtech in 2015 becoming International Game Technology PLC.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

FULL TIME EQUIVALENT GOVERNMENT EMPLOYEES BY DEPARTMENT

Last ten fiscal years

Department	2020	2019	2018	2017	2016	2015	2014	2013	2012	2011
Executive	4.50	4.00	4.00	4.00	4.00	2.00	2.00	2.00	6.50	7.50
Administrative services	7.25	6.75	6.75	6.75	6.75	7.25	6.50	7.50	10.50	12.00
Marketing/Communications ³	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	6.00
Finance	13.50	13.50	13.00	13.00	13.00	13.00	14.00	12.00	16.00	15.00
Engineering/Facilities maintenance ²	17.50	17.50	17.00	17.00	17.00	17.00	17.00	17.00	20.00	28.00
Metropolitan Planning Organization	12.50	12.50	12.50	12.50	12.50	12.50	15.00	12.00	9.00	9.00
Public transportation and Operations ¹	26.00	24.50	24.50	24.38	24.88	21.88	15.50	20.50	24.50	15.50
Total Budgeted Employees ⁴	<u>81.25</u>	<u>78.75</u>	<u>77.75</u>	<u>77.63</u>	<u>78.13</u>	<u>73.63</u>	<u>70.00</u>	<u>71.00</u>	<u>92.50</u>	<u>93.00</u>
Total Actual Employees ⁵	<u>70.00</u>	<u>70.60</u>	<u>65.60</u>	<u>64.48</u>	<u>65.00</u>	<u>65.75</u>	<u>59.25</u>	<u>64.00</u>	<u>66.50</u>	<u>73.75</u>

¹ In FY2012, Public Transportation department became known as Public Transportation and Operations department.

² In FY 2012, Facilities Maintenance moved from Engineering to Public Transportation and Operations department.

³ In FY 2012, Marketing department was dissolved. Staff moved to Planning and Public Transportation and Operations department.

⁴ Source: RTC Finance Department Budget documents.

⁵ Source: Payroll FTE count as of June 30th.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

RIDE OPERATING STATISTICS

Last ten fiscal years

Fiscal Year	Fleet Size ¹	Revenue Miles	Revenue Hours	Passengers	Full Time Equivalent Employees (FTE)			Total FTE's
					Bus Operators	Maintenance Personnel	Other	
2020	77	3,403,183	308,593	8,185,326	170.0	35.0	21.5	226.5
2019	77	2,837,771	256,326	7,197,386	134.1	28.9	15.6	178.6
2018	75	2,825,116	247,779	7,396,590	136.6	28.0	19.0	183.6
2017	69	2,875,232	253,097	7,416,158	141.0	27.0	19.0	187.0
2016	72	2,887,039	252,943	7,715,419	164.0	38.0	20.0	222.0
2015	81	2,888,968	252,515	8,140,908	160.0	29.0	19.0	208.0
2014	82	2,871,913	251,899	8,165,335	160.0	31.0	18.5	209.5
2013	82	2,817,697	249,569	8,050,950	168.0	29.0	18.5	215.5
2012	82	2,851,407	252,827	7,973,480	153.5	25.0	19.0	197.5
2011	92	2,878,008	251,861	7,688,345	160.0	35.0	20.5	215.5

¹ Includes Peak, Spares, and Contingency.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

ACCESS OPERATING STATISTICS

Last ten fiscal years

Fiscal Year	Fleet Size ¹	Revenue Miles	Revenue Hours	Passengers	Van Operators	Full Time Equivalent Employees (FTE)		
						Maintenance Personnel	Operations Personnel	Total FTE's
2020	50	1,368,087	91,349	182,556	42.0	4.0	13.0	59.0
2019	45	1,697,800	104,718	226,913	54.4	5.0	19.3	78.7
2018	45	1,593,665	101,872	251,461	57.5	5.0	19.0	81.5
2017	54	1,376,682	85,025	231,438	40.5	4.0	14.5	59.0
2016	63	1,383,323	83,112	224,812	47.5	3.0	17.0	67.5
2015	50	1,362,329	82,869	227,060	50.0	3.0	13.0	66.0
2014	50	1,378,237	84,165	239,457	43.0	5.0	12.0	60.0
2013	50	1,341,109	82,637	232,776	42.0	5.0	12.0	59.0
2012	45	1,281,359	81,119	222,593	42.0	5.0	12.0	59.0
2011	45	1,220,072	80,185	213,804	45.5	5.0	14.0	64.5

¹ Includes Peak and Spares.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

CAPITAL ASSET INFORMATION ¹

As of June 30, 2020

<u>Facilities</u>	<u>Year ²</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>
2050 Villanova Drive, Reno NV 89502	1984	1	1	1	1	1	1	1	1	1	1
600 Sutro Street, Reno NV 89512	1993	1	1	1	1	1	1	1	1	1	1
1105 Terminal Way, Reno NV 89502	2000	1	1	1	1	1	1	1	1	1	1
1421 Victorian Avenue, Sparks NV 89432	2009	1	1	1	1	1	1	1	1	1	1
200 East 4th Street, Reno NV 89501	2011	1	1	1	1	1	1	1	1	1	1
<u>Other assets</u>											
Number of RIDE Passenger Shelters ³		113	132	121	117	116	115	113	111	111	105
Number of RIDE revenue vehicles (fleet) ⁴		77	77	75	69	72	81	82	82	81	82
Number of ACCESS revenue vehicles (fleet) ⁴		70	45	45	54	63	50	50	50	45	45
Number of Maintenance & Operation staff vehicles ⁵		20	20	24	24	25	27	27	29	31	32

¹ More information about capital assets can be found in the notes to the financial statements.

² Fiscal year facility was acquired or construction completed.

³ Shelter information includes only installed shelters and RAPID stations.

⁴ Revenue vehicles include active fleet only. Active fleet consists of Peak, Spares, and Contingency vehicles.

⁵ Staff vehicles include RIDE, ACCESS, and RTC support vehicles.



COMPLIANCE SECTION

**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL
STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Commissioners
Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Regional Transportation Commission, Reno, Sparks, and Washoe County, Nevada (RTC) as of and for the year ended June 30, 2020, and the related notes to the financial statements, which collectively comprise RTC's basic financial statements, and have issued our report thereon dated November 20, 2020.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered RTC's internal control over financial reporting (internal control) as a basis for designing the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of RTC's internal control. Accordingly, we do not express an opinion on the effectiveness of RTC's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether RTC's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.


Crowe LLP

Sacramento, California
November 20, 2020

**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR FEDERAL PROGRAM;
REPORT ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY UNIFORM GUIDANCE**

To the Commissioners
Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada

Report on Compliance for Each Major Federal Program

We have audited Regional Transportation Commission's, Reno, Sparks and Washoe County, Nevada (RTC's) compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of RTC's major federal programs for the year ended June 30, 2020. RTC's major federal programs are identified in the summary of auditor's results section of the accompanying Schedule of Findings and Questioned Costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of RTC's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about RTC's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of RTC's compliance.

Opinion on Each Major Federal Program

In our opinion, RTC complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal programs for the year ended June 30, 2020.

Report on Internal Control over Compliance

Management of RTC is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered RTC's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of RTC's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.


Crowe LLP

Sacramento, California
November 20, 2020

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year ended June 30, 2020**

Federal Grantor/Pass-Through Grantor Program Title	Federal C.F.D.A. Number	Grant / Agreement Number	Grant Award Amount	Federal Expenditures 2020	Amounts Passed through to Subrecipients
<u>U. S. Department of Transportation</u>					
<u>Federal Transit Administration</u>					
Direct Award					
Federal Transit Cluster					
Federal Transit - Capital Investment Grants	20.500	#NV-04-0020	\$ 917,800	\$ 8,961	\$ -
Federal Transit - Capital Investment Grants	20.500	#NV-2016-015	6,470,000	123,206	-
Federal Transit - Capital Investment Grants	20.500	#NV-2019-016	40,387,863	28,810,118	-
		Total Capital Investment	47,775,663	28,942,285	-
Direct Award					
Federal Transit - Urbanized Area Formula Grant	20.507	#NV-90-0074	5,782,863	550,000	-
Federal Transit - Urbanized Area Formula Grant	20.507	#NV-90-0078	5,775,854	125,124	-
Federal Transit - Urbanized Area Formula Grant	20.507	#NV-95-0013	3,800,000	37,234	-
Federal Transit - Urbanized Area Formula Grant	20.507	#NV-2016-006	6,120,979	76,198	-
Federal Transit - Urbanized Area Formula Grant	20.507	#NV-2017-012	9,750,000	778,617	-
Federal Transit - Urbanized Area Formula Grant	20.507	#NV-2017-013	6,375,105	569,946	-
Federal Transit - Urbanized Area Formula Grant	20.507	#NV-2018-012	6,691,530	32,659	-
Federal Transit - Urbanized Area Formula Grant	20.507	#NV-2019-018	7,117,512	2,834,165	-
Federal Transit - Urbanized Area Formula Grant	20.507	#NV-2019-021	7,025,000	661,572	-
COVID-19 - Federal Transit - Urbanized Area Formula Grant	20.507	#NV-2020-005	20,828,544	8,343,250	-
		Total Urbanized Area Formula	79,267,387	14,008,765	-
Direct Award					
Federal Transit - Bus & Bus Facilities Formula Grant	20.526	#NV-34-0004	641,564	480,000	-
Federal Transit - Bus & Bus Facilities Formula Grant	20.526	#NV-2016-011	616,642	323,195	-
Federal Transit - Bus & Bus Facilities Formula Grant	20.526	#NV-2017-014	647,857	247,857	-
Federal Transit - Bus & Bus Facilities Formula Grant	20.526	#NV-2018-011	896,474	39,015	-
		Total Bus & Bus Facilities Formula	2,802,537	1,090,067	-
		Total Federal Transit Cluster	129,845,587	44,041,117	-
Direct Award					
Transit Services Programs Cluster					
Enhanced Mobility of Seniors and Individuals with Disabilities	20.513	#NV-2018-013	688,863	273,819	273,819
		Total Transit Services Programs Cluster	688,863	273,819	273,819

(continued)

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
Year ended June 30, 2020**

Federal Grantor/Pass-Through Grantor Program Title	Federal C.F.D.A. Number	Grant / Agreement Number	Grant Award Amount	Federal Expenditures 2020	Amounts Passed through to Subrecipients
Direct Award					
National Infrastructure Investments					
Surface Transportation Infrastructure - Discretionary Grants for Capital Investments II	20.933	#NV-79-0003	16,000,000	36,914	-
Total National Infrastructure Investments			16,000,000	36,914	-
Total Federal Transit Administration			146,534,450	44,351,850	273,819
 <u>Federal Highway Administration</u>					
Passed through State of Nevada Department of Transportation					
Highway Planning and Construction Cluster					
Highway Planning and Construction Grant	20.205	#PR285-17-063	2,660,000	992,483	-
Highway Planning and Construction Grant	20.205	#PR332-16-063	950,000	157,273	-
Highway Planning and Construction Grant	20.205	#PR126-18-804	2,291,809	241,490	-
Highway Planning and Construction Grant	20.205	#PR195-19-804	1,746,080	810,959	-
Highway Planning and Construction Grant	20.205	#P448-15-063	1,041,365	14,930	-
Highway Planning and Construction Grant	20.205	#P356-16-063	197,116	83,476	-
Total Highway Planning and Construction Cluster			8,886,370	2,300,611	-
Total Federal Highway Administration			8,886,370	2,300,611	-
TOTAL EXPENDITURES OF FEDERAL AWARDS:			\$ 155,420,820	\$ 46,652,461	\$ 273,819

The notes to the Schedule of Expenditures of Federal Awards are an integral part of this schedule.

**Regional Transportation Commission
Reno, Sparks and Washoe County, Nevada**

NOTES TO THE SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS

Year ended June 30, 2020

NOTE A – BASIS OF PRESENTATION

The accompanying Schedule of Expenditures of Federal Awards (the "Schedule") includes the federal grant activity of the Regional Transportation Commission (RTC) under programs of the federal government for the year ended June 30, 2020. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the RTC, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the RTC.

RTC received federal awards both directly from federal agencies and indirectly through pass-through entities. Federal financial assistance provided to a subrecipient is treated as an expenditure when it is paid to the subrecipient.

NOTE B – SIGNIFICANT ACCOUNTING POLICIES

Governmental fund types account for the RTC's federal grant activity. Therefore, expenditures in the schedule of expenditures of federal awards are recognized on the accrual basis of accounting. The RTC's summary of significant accounting policies is presented in Note A in the RTC's basic financial statements.

The RTC has not elected to use the 10% de minimis cost rate.

Such expenditures are recognized following, as applicable, either the cost principles in OMB Circular A-87, Cost Principles for State, Local, and Indian Tribal Governments or the cost principles contained in Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

REGIONAL TRANSPORTATION COMMISSION
 RENO, SPARKS AND WASHOE COUNTY, NEVADA
 SCHEDULE OF FINDINGS AND QUESTIONED COSTS
 Year ended June 30, 2020

Section I – Summary of Auditor’s Results

Financial Statements

Type of auditor's report issued on whether the financial statements audited were prepared in accordance with GAAP:

Unmodified

Internal control over financial reporting:

Material weakness(es) identified?

_____ Yes X No

Significant deficiency(ies) identified?

_____ Yes X None reported

Noncompliance material to financial statements noted?

_____ Yes X No

Federal Awards

Internal control over major programs:

Material weakness(es) identified?

_____ Yes X No

Significant deficiency(ies) identified?

_____ Yes X None reported

Type of auditors' report issued on compliance for major federal programs:

Unmodified

Any audit findings disclosed that are required to be Reported in accordance with 2 CFR 200.516(a)?

_____ Yes X No

Identification of major programs:

CFDA Number(s)

Name of Federal Program or Cluster

20.500 / 20.507 / 20.526
20.205

Federal Transit Cluster
Highway Planning and Construction Cluster

Dollar threshold used to distinguish between type A and type B programs:

\$1,399,574

Auditee qualified as low-risk auditee?

X Yes _____ No

Section II – Financial Statement Findings

None noted.

Section III – Federal Award Findings and Questioned Costs

None noted.



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REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 6.1

TO: Regional Transportation Commission
FROM: James Gee
Service Planning and Innovation Manager

Bill Thomas, AICP
Executive Director

SUBJECT: Coordinated Human Services Public Transportation Plan Update

RECOMMENDATION

Approve the Regional Transportation Commission’s 2020 Coordinated Human Services Public Transportation Plan (CTP) update.

SUMMARY

The Coordinated Human Services Public Transportation Plan (CTP) is a required planning document for the Federal Transit Administration’s (FTA) Transportation for Elderly Persons and Persons with Disabilities grant program (Section 5310). As the designated recipient for Section 5310 funds, the RTC must update the CTP to identify the senior and disabled transportation needs of the community. To be eligible for funding, projects must be included in this plan. RTC’s last Coordinated Human Services Public Transportation Plan was developed in 2015 and while the plan is due for an update every four years, this update was completed to align with the cycle of the RTC’s Regional Transportation Plan latest development (i.e. 2050). The CTP must be developed and approved through a process that includes participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human service providers, and other members of the public. In April 2020, the Board approved a professional services agreement with LSC Transportation Consultants to provide the consultant services associated with this plan’s update.

FISCAL IMPACT

Funding for the development of the plan was included in the FY2019-2020 Unified Planning Work Program (UPWP.)

PREVIOUS ACTIONS BY BOARD

Apr 17, 2020 Approved the Professional Services Agreement (PSA) with LSC Transportation Consultants, Inc. to provide consultant services for the update of the Coordinated Human Services Transportation Plan (CTP) in an amount not to exceed \$70,140; authorized the Executive Director to execute the agreement.

ADDITIONAL BACKGROUND

Under restrictive outreach guidelines during the COVID-19 pandemic, the RTC held a number of virtual meetings with the public and stakeholders, beginning with a project kick-off in May 2020. The purpose of which was to solicit ideas and feedback in updating the CTP to identify unmet senior and disabled transportation needs, reduce duplication of services and improve the coordinated transportation system in the community. Staff, along with the consultant team, held and attended numerous meetings with stakeholders that included:

- RTC's current 5310 subrecipients
 - Access to Healthcare Network
 - Neighbor Network of Northern Nevada
 - Seniors in Service
 - UNR's Sanford Center for Aging, Senior Outreach Services (SOS)
 - Washoe County Human Services Agency
- Nevada Governor's Council on Development Disabilities
- BUILD Health Challenge - Steering Committee Meeting
- Northern Nevada Center for Independent Living
- United Cerebral Palsy
- Reno Center for Child and Adolescent Health
- Washoe County Senior Services
- Community Foundation of Western Nevada Fund
- Human Services Network
- Nevada 2-1-1
- Nevada Department of Transportation
- Senior Coalition
- Washoe County Senior Services Advisory Board
- Members of the RTC's Citizens Multimodal Advisory Committee
- Members of the RTC's Technical Advisory Committee

As a result of these outreach efforts, staff received more than 150 responses to a community survey that included seniors, individuals with disabilities, representatives of public, private, and non-profit transportation, human service providers, and other members of the public that helped guide development of the plan.

Development phases of the plan included the following:

- Project Kick Off
 - Identified key study issues
 - Review of previous documents and studies
- Interim Report #1
 - Existing conditions analysis
 - Results of stakeholder interviews

- Inventory of existing transportation services
- Geographic service area analysis
- Demographic profile including population characteristics and employment centers
- Interim Report #2
 - Summary of the community survey responses
 - Assessment of specialized transportation needs
 - Evaluation of potential coordination strategies
- Draft Report and Final Report

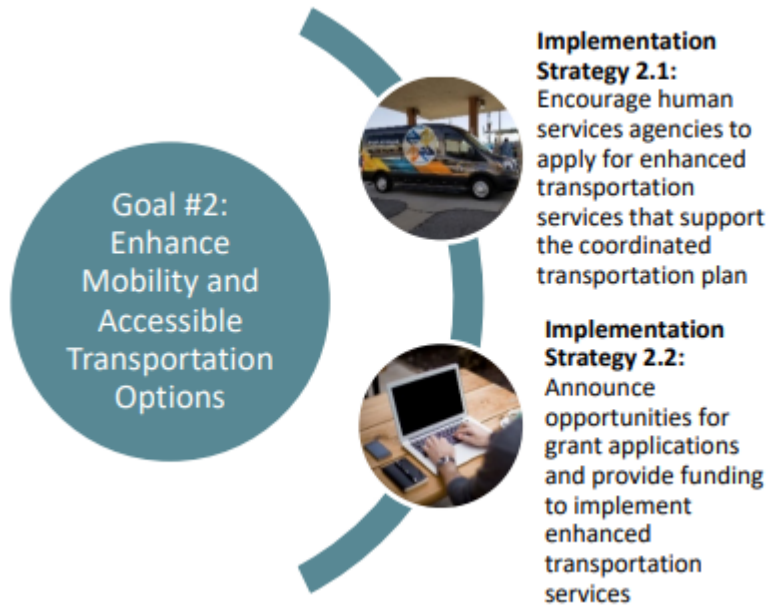
The Final Draft Report was made available for public feedback during a thirty (30) day public comment period that closed on November 30. Based upon the comments and feedback received during its development, the final draft is being presented and includes the following recommended coordination strategy goals and their desired implementation plans:

GOAL #1 – CREATE A LOCAL COORDINATING COUNCIL (LCC)



The first priority is to create a Local Coordinating Council (LCC.) The LCC should have representation from RTC, each human services transportation provider, other human services agencies which serve people with transportation needs, local governments, and consumers. The LCC should have two primary functions: (1) facilitate coordination of transportation services, and (2) to recommend program funding activities to the RTC as part of the grant review processes.

GOAL #2 – ENHANCE MOBILITY AND ACCESSIBLE TRANSPORTATION OPTIONS



Community input and the assessment of transportation needs identified ongoing issues and gaps in transportation service. These include the affordability of transportation for users, areas of Washoe County with limited transportation options and the need for assistance for many users. Enhanced mobility options may include expansion of microtransit (FlexRIDE) and specialized transportation services. The LCC would assist in identifying specific activities to enhance mobility and determine priorities for funding enhanced services.

GOAL #3 – ESTABLISH A ONE-CALL/ONE CLICK CENTER



Form a one-call/one click center that would provide a consolidated call reservation, scheduling and dispatch function. It would provide a central resource for customers' information about matching trip needs with available resources so the customer can identify the best option for their trip. Implementation will require development of a user portal for online access to all of the various transportation services which would be integrated into the one-call center, be made through a web portal or by telephone call to the center.

The RTC, as previously noted, receives Federal FTA 5310 Program funding for transportation services that are planned, designed, and carried out to meet the special transportation needs of seniors and those with disabilities. RTC, as designated by the Governor, is the designated recipient to receive and distribute these funds for the urbanized area of Washoe County. To be eligible for funding, projects (which RTC is responsible for selecting) must be included in the plan. Those projects were identified above.

The FTA has allocated \$371,161 in Federal Fiscal Year 2019 and \$383,610 in FFY 2020. Of these funds, 55% must be used for capital projects. Upon approval of the draft plan, staff will initiate a call for projects and/or recommend alternative funding options.

ADVISORY COMMITTEE(S) RECOMMENDATION

Updates to the CTP were presented to the Technical and Citizens Multimodal Advisory Committees at their July, August, and September meetings; and a Final Draft Report presented at the October and November meetings.

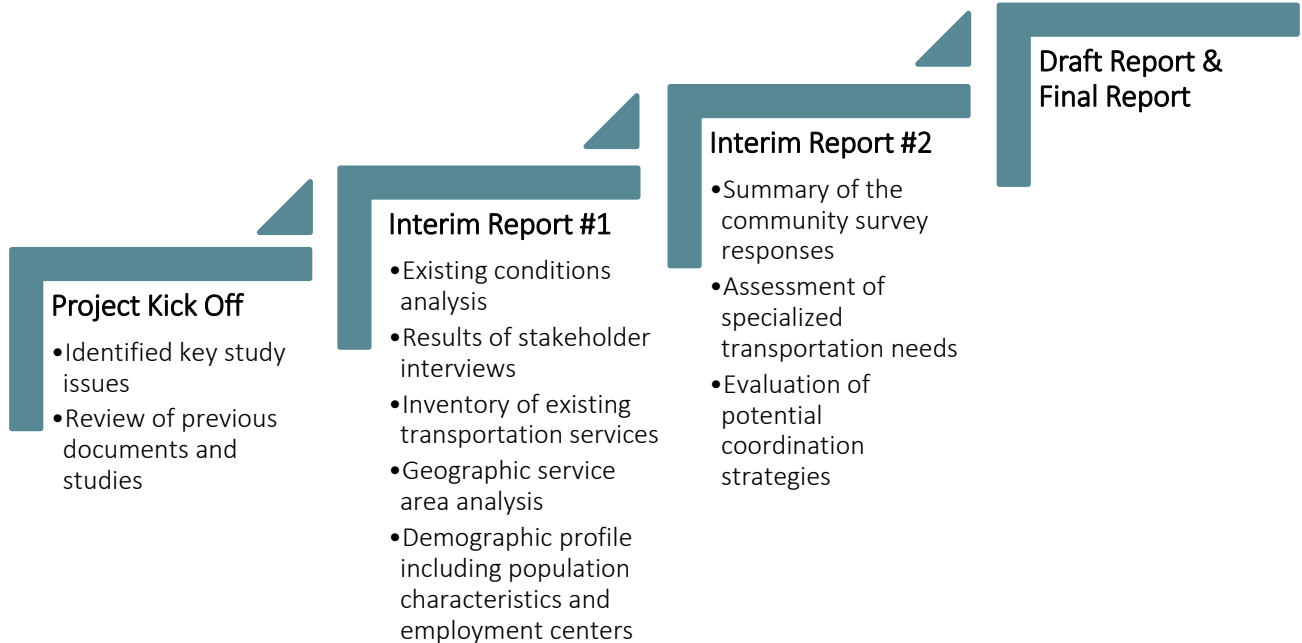
Attachments

Executive Summary

The Regional Transportation Commission of Washoe County (RTC) has contracted with LSC Transportation Consultants, Inc. (LSC) to revise and update its Coordinated Human Services Public Transportation Plan (CTP). This is an opportunity to identify unmet senior and disabled transportation needs, reduce duplication of services, and improve the coordinated transportation system for Washoe County, Nevada which includes the cities of Reno and Sparks. RTC's last Coordinated Human Services Public Transportation Plan was developed in 2015 and while the plan is due for an update every four years, this update is being completed in alignment with RTC's 2050 Regional Transportation Plan.



The study began by developing an understanding of the local community and the existing transportation services in Washoe County. Two Interim Reports were prepared as part of the planning process. The information from the two Interim Reports was then integrated into a Draft Report for review and approval.



STAKEHOLDER INPUT AND PUBLIC OUTREACH

Public input is an important part of developing a Coordinated Human Services Public Transportation Plan that meets the needs of the community. While in-person meetings and open houses would have been the preferred method to obtain public feedback, due to Covid-19 restrictions telephone and virtual engagement platforms were used.

Stakeholder Questionnaire and Interviews

One of the first tasks of this study was to identify and contact stakeholders. Using the list of stakeholders from the previous CTP as a starting point, stakeholders who represent the broad composition of human services agencies, non-profits, human service transportation providers, medical providers, veteran's services, and transportation network companies were contacted and asked to participate in the study. The stakeholder

questionnaire asked participants to identify current and future unmet transportation needs, as well as existing coordination efforts and ideas for improving coordination.

Identified unmet transportation needs included:

- Lack of Affordable Transportation
- Need for Door-to-Door or Door-through-Door Service
- Limited Service Area
- Lack of Wheelchair Accessible Vehicles
- Advanced Reservation Requirements
- Limited service hours (need for 24/7 service)

Identified coordination issues included:

- Lack of information about services
- Difficulty matching resources with needs of the passenger
- Agencies are focused on their own clients and services

The 2015 Coordinated Transportation Plan identified a number of client services transportation gaps through discussions in public meetings and from other sources. Upon comparison, many of the issues raised by the public as part of the 2015 CTP still remain, including:

- Affordability of transportation
- Expanded service area boundaries and service hours
- Need for additional help to/from the vehicle
- Reservation requirements
- Need for a centralized information directory

Community Transportation Survey

As part of an effort to obtain input from Washoe County residents and stakeholders, an online community survey was created. The survey was publicized and distributed through a variety of means, and a total of 155 survey responses were received. Key findings from the survey included:

- Nearly 62 percent of respondents are not able to drive and do not possess a driver's license.
- Approximately 65 percent of those surveyed do not have a personal vehicle available for their use.
- Approximately 48 percent of respondents find themselves not having a reliable form of transportation when needed.
- About 36 percent of respondents indicated that they have a mobility limitation that limits their ability to walk to or board a vehicle without assistance.
- Respondents were given a list of current transportation options and asked to select all of the services that they currently use. Taxis, Uber, and Lyft services are used the most frequently (48 percent), followed by RTC ACCESS paratransit services (42 percent), and RTC RIDE fixed-route services (30 percent).
- Respondents were asked to indicate the primary purpose for travel when they are unable to find a ride. Approximately 59 percent of respondents stated that they most consistently find

themselves without a ride to go shopping, followed by 58 percent who need a ride to and from medical appointments.

- ➔ Respondents were asked to indicate what deters them from using transportation services such as RTC, rideshareing, and other services. Approximately 42 percent of respondents answered that services are too expensive followed by 40 percent who mentioned that they cannot walk far enough to access services, 33 percent who said they are apprehensive or fearful of using the services, and 28 percent who answered that they have personal access to transportation through family.

POTENTIAL COORDINATION STRATEGIES

Building upon the positive coordination efforts recognized by stakeholders, specific strategies to enhance coordination and improve transportation services based identified unmet needs were developed. The following lists the advantages and challenges associated with each potential coordination strategy.

Local Coordinating Council	Microtransit	Subsidized Transportation Network Companies	Expand RTC's Washoe Senior Ride Program
<ul style="list-style-type: none"> • Advantages: <ul style="list-style-type: none"> • Forum for setting service and coordination priorities • Key stakeholders develop recommendations to RTC for 5310 program funding • Resolve coordination issues • Identify and overcome barriers to coordination • Challenges: <ul style="list-style-type: none"> • Requires an organization to be responsible for forming and administering the LCC • Requires participation by all funding agencies and transportation providers 	<ul style="list-style-type: none"> • Advantages: <ul style="list-style-type: none"> • Smaller vehicles to serve lower passengers per hour • Lower operating cost than traditional transit • Effective when connecting to regional services • Serves everyone, not limited to elderly or individuals with disabilities • Challenges: <ul style="list-style-type: none"> • Not effective in very low-density areas or longer trips • Many examples have low productivity and high cost per passenger-trip • May require alternate means of scheduling trips • Fare payment must allow for seamless transfers 	<ul style="list-style-type: none"> • Advantages: <ul style="list-style-type: none"> • May be cost-effective depending on density and trip lengths • Challenges: <ul style="list-style-type: none"> • Cost-effective in areas with sufficient demand • May require additional paratransit service • May require alternate means of scheduling trips • Potential regulatory issues in contracts with private companies including drug and alcohol testing • Lack of accessible vehicles 	<ul style="list-style-type: none"> • Advantages: <ul style="list-style-type: none"> • Expands service beyond the area served by RTC ACCESS • Opportunity to use lowest cost option • Provides flexibility for users • Taxis have a fleet of accessible vehicles • Challenges: <ul style="list-style-type: none"> • Requires contracts with taxi companies and TNCs

Expand RTC SMART TRIPS Program

- **Advantages:**
 - Provides additional opportunities for people with disabilities
 - Provides access to employment
 - May be a lower cost option for commuters with a disability
- **Challenges:**
 - Limited to commute trips
 - May require new accessible vehicles
 - Depends on multiple people with similar commutes

Volunteer Drivers

- **Advantages:**
 - Low cost option for difficult to serve trips
 - Flexibility in scheduling rides
- **Challenges:**
 - Relies on having sufficient number of volunteers
 - Potential insurance issues
 - May need coordinator for scheduling rides

Nonprofit Transportation Providers

- **Advantages:**
 - Provides options to meet range of needs
 - Opportunity to schedule rides on most cost-effective provider
- **Challenges:**
 - Possible insurance issues for shared trips
 - Functions best with a one-call center
 - Nonprofit agencies must serve passengers for multiple programs

Vehicle Sharing

- **Advantages:**
 - Reduces total number of vehicles required
 - More efficient use of vehicles
 - May reduce costs
- **Challenges:**
 - Reduces total number of vehicles required
 - More efficient use of vehicles
 - May reduce costs

One-Call/One-Click Center

- **Advantages:**
 - Single point of contact for users
 - Could enhance opportunities for regional connections
 - Basic capability for operating a call center exists in the region
 - RTC is currently the primary operator of paratransit services and could continue to provide the 'core' of services
 - Other providers could serve individuals with higher level of needs
 - Improved operational efficiency
 - Cost savings could be used for enhanced services
- **Challenges:**
 - Technology must be implemented for all providers
 - Requires detailed cost analysis for each provider
 - Requires mixing of passengers on vehicles

Expand RTC ACCESS Service Area

- **Advantages:**
 - Uses existing service operated by RTC
 - RTC has existing call center capability for reservations and scheduling
- **Challenges:**
 - Would increase demand and costs for RTC ACCESS paratransit
 - Would reduce RTC ACCESS productivity and increase average cost per passenger-trip
 - Could require increased capacity with additional vehicles
 - Requires an in-person evaluation to confirm qualifications
 - Would not serve seniors without disabilities. Would only serve people eligible for RTC ACCESS service who have completed the certification process.

IMPLEMENTATION PLAN

Chapter X of the report presents the implementation plan, which consists of three primary goals supported by the input provided by participants, including the general public, private and public entities, participating organizations, and local stakeholders.

Goal #1: Create a Local Coordinating Council

The first priority goal is to create a Local Coordinating Council (LCC). The LCC should have representation from RTC, each human services transportation provider, other human services agencies which serve people with transportation needs, local governments, and consumers. The LCC would have two primary functions. The first would be to facilitate coordination of transportation services, which may include identifying barriers to coordination and developing approaches to overcome the barrier, identifying opportunities to improve coordination, identifying service enhancements, and implementing the



coordination strategies contained in this plan. The second role will be for the LCC to recommend program and funding activities to the RTC as part of the grant review processes.

Goal #2: Enhance Mobility and Accessible Transportation Options

Community input and the assessment of transportation needs identified ongoing issues and gaps in transportation service. These include the affordability of transportation for users, areas of Washoe County with limited transportation options, and the need for assistance for many users. Enhanced mobility options may include expansion of microtransit, extension of RTC RIDE service to new areas, and specialized transportation services. One of the roles for the LCC is to identify specific activities to enhance mobility and determine the priorities for funding enhanced services. RTC will continue to work with local



transportation providers and human services agencies to identify opportunities to enhance service and provide funding to implement enhanced service options.

Goal #3: Establish a One-Call/One-Click Center

The primary recommendation in this plan is to form a one-call/one-click center. The center would provide a consolidated call reservation, scheduling, and dispatch function. It would also provide a central resource for customers' information about matching trip needs with available services so the customer can identify the best option for their trip. Implementation will require development of a user portal for online access to transportation services. All transportation services should be integrated into the one-call center. be made through the web portal or by telephone call to the one-call center. Depending on needs and eligibility, the individual would be scheduled on the most appropriate service. The scheduling/dispatch software should allow all vehicles operated by all transportation providers to be available for scheduling trips. By having access to all vehicles, there is a potential for gains in productivity and opportunities to enhance services.



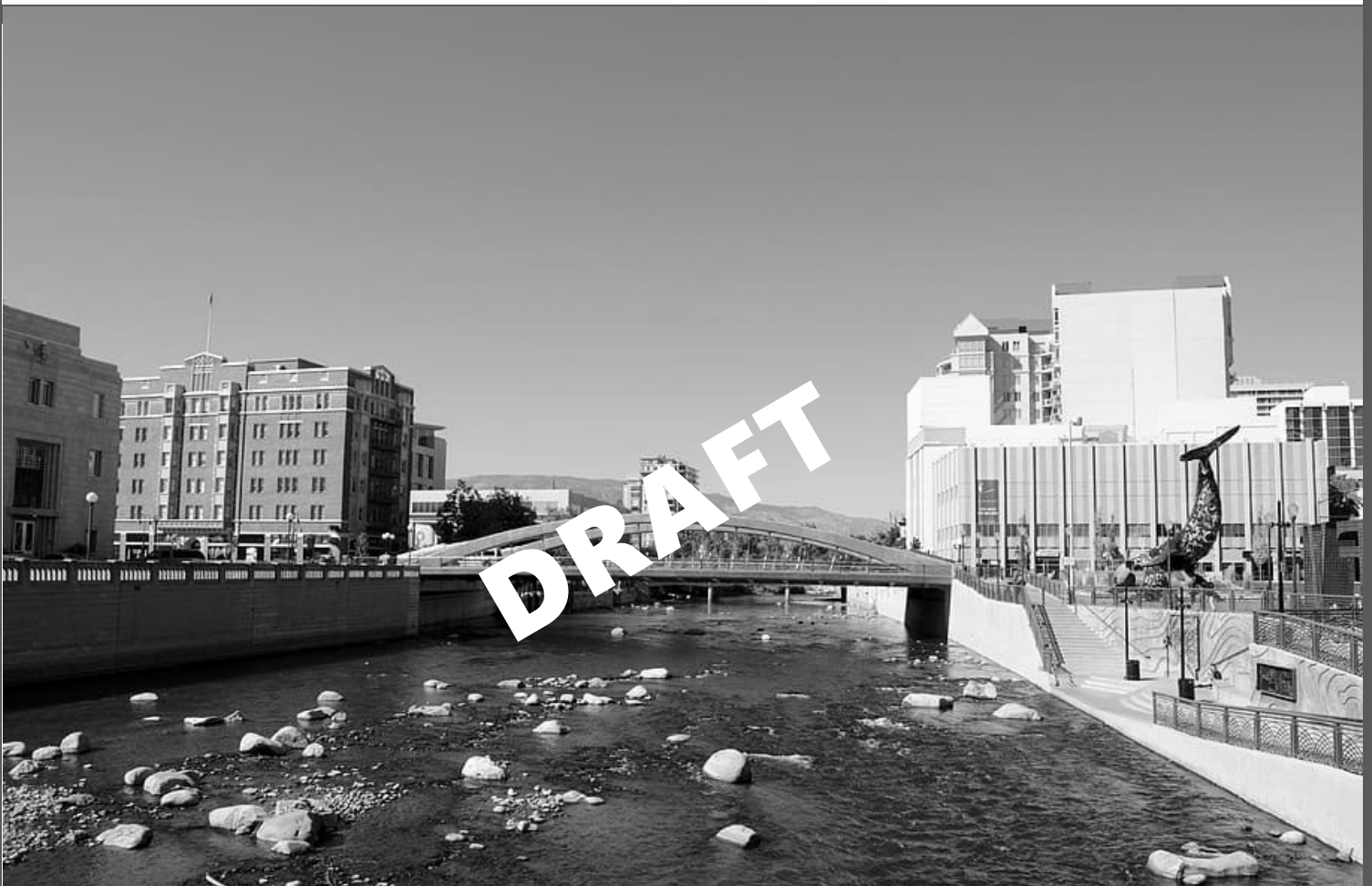
Implementation Timeline and Potential Costs Summary

Table ES-1 outlines a potential implementation timeline for the goals and strategies. Of course, each step is dependent upon a number of factors including funding cycles and available local match to draw down Federal funds. Table ES-2 presents potential annual costs by year.

Table ES-1: Implementation Timeline					
Goals and Objectives	Year 1	Year 2	Year 3	Year 4	Year 5
Goal #1: Establish a Local Coordinating Council					
1.1: Develop LCC Membership					
1.2: Establish the LCC Structure, Mission, and Mobility Goals					
1.3: Lead Coordinated Efforts to Address Mobility Goals					
Goal #2: Enhance Mobility and Accessible Transportation Options					
2.1: Encourage Enhanced Transportation Services					
2.2: Provide Funding for Enhanced Transportation Services					
Goal #3: Establish a One-Call/One-Click Center					
3.1: Identify the Functions to be Included in the Center					
3.2: Identify a Lead Agency					
3.3: Develop a User Portal for Online Access					
3.4: Integrate Transportation Services into the Center					

Table ES-2: Potential Costs by Year					
Goals and Objectives	Year 1	Year 2	Year 3	Year 4	Year 5
Goal #1: Establish a Local Coordinating Council					
	\$8,000 to \$20,000	\$5,000	\$5,000	\$5,000	\$5,000
Goal #2: Encourage Mobility and Accessible Transportation Options					
Enhanced Services	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Goal #3: Establish a One-Call/One-Click Center					
Initial Start-UP		\$70,000 to \$100,000			
Staffing (Annual Costs for 2 FTEs)			\$60,000 to \$100,000	\$60,000 to \$100,000	\$60,000 to \$100,000
Expanding to Include Online Access				\$50,000 to \$200,000	\$10,000
Project Management					\$50,000 to \$100,000
Total Annual Cost:	\$508,000 to \$520,000	\$575,000 to \$605,000	\$565,000 to \$605,000	\$615,000 to \$805,000	\$625,000 to \$715,000

RTC Coordinated Human Services Public Transportation Plan Update



Prepared for:



RTC Coordinated Human Services Public Transportation Plan Update

Project No. RTC20-14

Draft Final Report

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November 4, 2020

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TRANSPORTATION
CONSULTANTS, INC.

Chapter I: Introduction and Review of Documents

INTRODUCTION

The Regional Transportation Commission of Washoe County (RTC) has contracted with LSC Transportation Consultants, Inc. (LSC) to revise and update its Coordinated Human Services Public Transportation Plan (CTP). This is an opportunity to identify unmet senior and disabled transportation needs, reduce duplication of services, and improve the coordinated transportation system for the metropolitan area of Washoe County, Nevada which includes the cities of Reno and Sparks. RTC's last Coordinated Human Services Public Transportation Plan was developed in 2015 and while the plan is due for an update every four years, this update is being completed in alignment with RTC's 2050 Regional Transportation Plan.



STUDY PURPOSE

The primary goal of this project is to prepare an update to the coordinated human services transportation plan which meets the requirements of the Federal Transit Administration (FTA) for a Coordinated Public Transit-Human Services Transportation Plan. A locally developed plan is required by the FTA for funding of activities to be funded by the Section 5310 program. There are specific requirements for this type of plan including an inventory of existing transportation services, identification of unmet transportation needs, identification of duplication of services and gaps in service, and development of strategies to reduce duplication and serve the unmet needs. This plan will also address ways to maximize the use of existing resources and increase the efficiency of transportation service delivery among various agencies and organizations through private, non-profit, and public sectors.

STUDY APPROACH

The study began by developing an understanding of the local community and the existing transportation services in Washoe County through collection of demographic data, stakeholder interviews, and updating information about existing transportation services. LSC worked closely with the Project Management Team (PMT) to identify unmet transportation needs and gaps in service. Opportunities to leverage existing resources were identified and developed into an implementation plan to reduce any duplications of service, serve unmet needs, and improve efficiency of service delivery in Washoe County.

Two Interim Reports were prepared as part of the planning process. The information from the two Interim Reports were then integrated into a Draft Report for review and approval. The first Interim Report presented information about existing conditions in Washoe County, including the results of stakeholder interviews, an inventory of existing transportation services, a geographic service area analysis, and a demographic profile including population characteristics and employment centers. The second Interim Report contained a summary of the community survey responses, an assessment of specialized transportation needs, and an evaluation of potential coordination strategies.

KEY ISSUES

The initial meeting of the PMT was held on May 8, 2020 to discuss the project schedule, study issues and goals, public engagement, and data collection. Key issues discussed during the meeting included:

- It's a small area with five current sub-recipients and not a lot of applications.
- There are a lot of existing transportation providers but they are not necessarily applying for funding.
- Need for coordination of all transportation options for persons with disabilities and seniors, (one stop shops for transportation options), but has not happened yet.
- In terms of duplications, each program has their own list of clients and there is some overlap on who they serve.
- No existing coordination among sub-recipients when putting in applications about prioritization.
- Transportation is one of the important priorities for all groups, but urban sprawl is a challenge and RTC's existing services do not necessarily reach all of those areas.
- Affordable housing and moving to outside areas pose transportation challenges.
- Important that this plan aligns with RTC's 2040 Regional Transportation Plan and the 2050 Regional Transportation Plan currently under development.

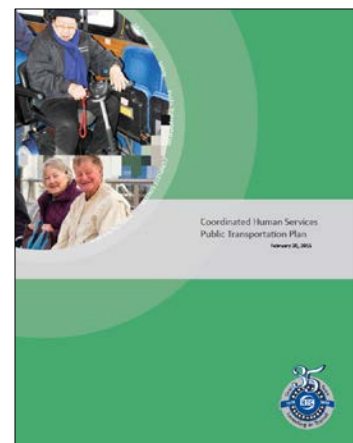
REPORT CONTENTS

The remainder of Chapter I presents a review of existing planning documents. Chapter II provides a summary of stakeholder interviews. A community survey was conducted and the results are presented in Chapter III. An inventory of existing transportation services in Washoe County are presented in Chapter IV. Chapter V presents an analysis of the geographic service area. Chapter VI presents a summary of community demographics and employment centers. This chapter specifically looks at various market segments that use transit, such as older adults, people with disabilities, zero-vehicle households, and low-income population. The potential needs for specialized transportation services are presented in Chapter VII and key findings of the planning effort are summarized in Chapter VIII. Potential coordination strategies are discussed in Chapter IX and the recommended implementation plan is described in Chapter X.

REVIEW OF DOCUMENTS

RTC Coordinated Human Services Public Transportation Plan

RTC's previous Coordinated Human Services Public Transportation Plan was completed in February 2015, and represents a continuation of transportation coordination and planning efforts that had begun under the first CTP completed in 2007. The Plan was intended to bring together human service agencies and transportation providers to deliver efficient, coordinated services to the region's senior citizens, persons with disabilities, and those who are financially disadvantaged. This document serves as a framework to improve coordination among transportation service providers and human service agencies to enhance transportation services for disadvantaged populations, as well as meet federal requirements for a locally developed, coordinated human services transportation plan.



The plan outlined the following existing transportation service implementation goals:

- Provide an accessible transit network in urban areas that offers rapid, frequent service with seamless coordinated transfers during peak time.
- Provide accessible lifeline transit network during off peak time and in suburban areas.
- Provide public transit and human service transportation services that are productive, convenient, and appropriate for the target markets.
- Provide public transit and human service transportation services that are reliable and offer competitive travel times to major destinations.
- Provide public transit and human service transportation services that are feasible and cost-effective.
- Provide public transit and human service transportation services that supports the mobility needs of seniors, persons with disabilities and low-income individuals.
- Provide public transit and human service transportation services without discrimination on the basis of race, color, national origin, or disability.

In addition, the plan outlined the following existing transportation service implementation objectives:

- Enable a comfortable walking distance to transit stops for passengers from/to their origins/destinations.
- Provide accessible bus stops when possible.
- Ensure the services meet federal requirements.
- Provide frequent transit service in urban areas.
- Operate reliable, convenient transit service that offers competitive travel times.
- Ensure the services are feasible by monitoring the following operational and cost indicators (i.e., operating cost per passenger, operating cost per revenue hour, passenger per revenue hour, passenger per revenue mile, and farebox recovery ratio).

The plan also outlined the following implementation strategies:

- Expansion of Volunteer Driver Program
- Increase Funding for Washoe Senior Ride Program
- Purchase Wheelchair Accessible Vehicles for Human Service Agencies
- Provide Flexible Transit Service in Outlying Areas of Our Community
- Coordinate Transportation Resources with Social Service Agencies
- Increase Funding for RTC's Non-Urbanized Transportation Program (Sales Tax Fund)
- Creation of a Private Non-Profit Transportation Provider
- Provide More Travel Training

To view the complete RTC Coordinated Human Services Public Transportation Plan, please click this link: <https://www.rtcwashoe.com/wp-content/uploads/2017/04/Coordinated-Transportation-Plan.pdf>

RTC 2040 Regional Transportation Plan

The 2040 Regional Transportation Plan (RTP) for the Washoe County metropolitan area was completed in August 2018 and articulates the vision and priorities that will enhance the region's quality of life and ensure it is the best place to live, work, recreate, visit, and invest. The Washoe County metropolitan area includes the urbanized area of Reno, Sparks, and Washoe County, Nevada, and is also known as the Truckee Meadows. The RTP was developed with feedback from local residents, businesses, and federal, state and local partner agencies. The planning process was by four guiding principles derived from community input: 1) safe and healthy communities; 2) economic development and diversification; 3) sustainability; and, 4) increased travel choices. The plan supports the economic vitality of the region by promoting safety, providing accessible places to walk and bike, improving connectivity between where people live and work, and conserving resources through environmentally and fiscally sustainable practices.



Specifically, the goals of the RTP include:

- Improve safety
- Integrate land-use and economic development
- Promote healthy communities and sustainability
- Manage existing systems efficiently
- Integrate all types of transportation
- Focus on regional connectivity
- Promote equity and environmental justice
- Improve freight and goods movement
- Invest strategically

In addition, the RTP includes four programmatic investments that will be ongoing throughout the life of the plan, including: 1) accessibility improvements under the Americans with Disabilities Act (ADA); 2) pedestrian and bicycle facility improvements; 3) traffic signals and intelligent transportation systems (ITS) operations; and 4) pavement preservation.

In terms of transit improvements, the RTP follows the recommendations and strategies for transit service over the next five years from RTC's Short-Range Transit Plan. In addition, the RTP outlines the unfunded vision for transit, including:

- Expanded downtown circulator bus service
- Express bus on Pyramid Highway to serve north Sparks and Spanish Springs
- Express bus service from Reno and Sparks to the Tahoe Reno Industrial Center
- Express bus service on South Virginia to serve the Summit and UNR/TMCC Redfield Campus
- Express bus service on US 395 to serve the North Valleys
- Larger maintenance facility for long-term expansion
- Service between Reno and Lake Tahoe, including Incline Village, and the South Shore transit service provided by the Tahoe Transportation District
- Service between Reno and Truckee, California, connecting the RTC RIDE and TART system

- Commuter rail service from Reno and Sparks to the Tahoe Reno Industrial Center
- Streetcar transit to connect the Reno-Tahoe International Airport to Virginia Street
- Streetcar service on Virginia Street from the Reno Tahoe Convention Center to the University of Nevada, Reno

To view the complete RTC 2040 Regional Transportation Plan, please click this link:

https://rtcwashoe.wpengine.com/wp-content/uploads/2017/02/FinalRTPBook_Dec20_2018-small-trim.pdf.

The Regional Transportation Plan is currently being updated and the update will replace the 2040 Plan.

RTC Public Participation Plan

RTC’s Public Participation Plan was completed in November 2017 and articulates RTC’s commitment to open and transparent interaction with the public and with relevant public agencies to support the regional transportation planning process. The Plan outlines that public involvement opportunities must be established early in the process and be a continuous effort throughout the development of any document or project. Specifically, the Plan establishes the process for RTC to provide for timely public notice of information that is critical to plans and projects of regional significance, allowing the public full access to key decisions.



To achieve RTC’s public participation goal, the major planning and program development objectives include:

1. Seek maximum public participation in the planning process
2. Seek broad identification and representative involvement for all transportation modes
3. Utilize effective and equitable means for distributing information and receiving comments
4. Inform and educate the public and design participation initiatives that will support and encourage effective participation
5. Conduct outreach that bridges language, cultural and economic differences
6. Provide reasonable accommodation and access to disabled individuals so that they can easily participate in the regional planning process

Effective public involvement must go beyond just informing the public, and it must solicit the public’s ideas, issues, and concerns, while working collaboratively to develop solutions for the region’s transportation infrastructure. Consistent with U.S. Department of Transportation and Nevada Revised Statutes requirements, RTC has established the following requirements regarding the public participation process:

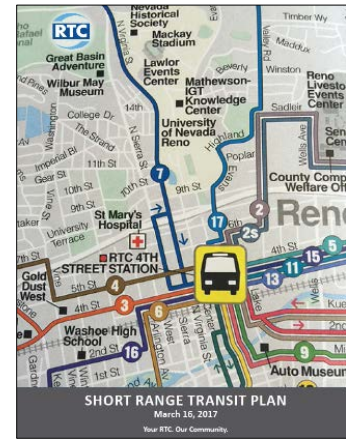
1. Public Process Review
2. Committee Review
3. Public Comment
4. Public Hearing
5. Comment Summary
6. Revisions
7. Administrative Modifications
8. Amendments

To view the complete RTC Public Participation Plan, please click this link:

http://rtcwashoe.wpengine.com/wp-content/uploads/2017/11/PublicParticipationPlan_2017-1.pdf

RTC Short Range Transit Plan

RTC's Short Range Transit Plan was completed in March 2017 and it serves as RTC's direction for how public transportation services will be delivered over the subsequent five years and it also serves as the five-year element of RTC's 2040 Regional Transportation Plan. The SRTP recommendations incorporate operational oversight elements complementing route-specific proposals, with the intent to structure service over the next five years so it can adapt to rapidly changing population demographics, population densities, and a dynamic economy. The SRTP builds on the primary objective of enhancing productivity in the overall system to stretch limited current and future resources, which is consistent with RTC's practice to carefully weigh the cost of service against anticipated ridership as a key to managing the system and its resources. RTC utilizes the "80-20 Rule," which states that 80 percent of service should be deployed to provide the best productivity while 20 percent should ensure the greatest coverage.



The analysis of RTC's existing services found that: 1) RTC services match well with a GIS based analytical tool known as the Residential Transit Oriented Index – RTC provides service where it is required for the majority; 2) RTC services have an overall on-time performance of 90.6 percent; and 3) average weekday productivity and average weekday ridership of each route are indicative of the areas they serve and the level of service provided. Generally, RTC services are doing very well and a few minor, service-hour-neutral adjustments are made regularly to improve service and productivity.

While paratransit service does not significantly change under the SRTP, recommendations to improve RTC ACCESS include:

1. Implement a more rigorous service eligibility screening process;
2. Implement trip eligibility screening;
3. Adjust the fleet mix to include smaller vehicles;
4. Broker transportation with social service agencies;
5. Replace tickets with pre-paid fare accounts;
6. Eliminate all RTC ACCESS service in the non-ADA service area;
7. Serve only the ADA Required area at each time of day;
8. Work with social service agencies to share the cost of RTC ACCESS trips;
9. Provide replacement service in non-ADA areas;
10. Enhance the Washoe Senior Ride Program.

The SRTP also included a fare analysis that reviewed three fare options: 1) cutting fares by 25 percent, 2) increasing fares by 12.5 percent, and 3) maintaining the current fare structure. Consensus from the public and RTC's Board of Commissioners was to maintain the current fare structure.

The SRTP offers three service improvement plan scenarios: 1) Recommended, 2) Expansion, and 3) Reduction, with the Recommended scenario being the most favorable by the public and RTC’s Board of Commissioners. The proposed changes in the Recommended scenario were built around a series of productivity enhancing concepts designed to focus service where the best opportunity for increased ridership exists. Specifically, a service hour shift was proposed to better align service to further maximize productivity in the system as a whole. The service hour shift focuses on the Primary Transit Network where a combination of employment and residential densities is most likely to generate the most ridership for the changes being made. Service change concepts also include realigning interlined routes and improving on-time performance.

TABLE ES-1- Itemized List of Proposed Route Changes by Logical Group

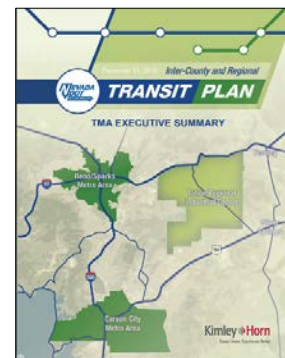
TYPE	ROUTE	OPTION
No Change	All Routes - Except Routes 2s, 5, 14 Tripper, and 18x	The exceptions are noted below.
Proposed Regardless of Option	RAPID UNR Extension, Lincoln Line BRT	RAPID Extends to UNR from special grant funding New RAPID type service on 4th Street and Prater Way from special grant funding service.
Proposed Immediate Changes	A Route 14 Tripper Route 18x	These two services consume many service hours without carrying enough passengers to justify continued operation - Discontinue.
	B Route 13	Shift service hours from Route 14 Tripper and Route 18x to increase the 60 min service to 30 min service from 8am to 4:30 pm on weekdays to better serve the Veterans Medical Center.
	C Route 2s	Route 2s provides service during the morning and afternoon peak hours; however, the need is more during the mid-day. Shift hours to the mid-day, number of hours remains the same.
	D Routes 7, 9, and 12	Remove Route 7, keep Routes 9 and 12 interlined.
	E Routes 1 and 7	Interline Route 7 with Route 1 to improve on-time performance.
	F Route 5	Adjust Line of Route from McCarran to Selm.
Consideration for Further Study	Routes 15 and 17	Explore interline of these two routes with transfer at Bonanza.
	Routes 3 and 4	Explore improving these services.
	Downtown Circulator	With completion of the Virgil Street UNR Extension project, the SIERRA SPIRIT will be re-purposed.
Elimination	Route 14	Noted above.
	Route 18x	Noted above.
	Sierra Spirit	Service covered partially by restructured RAPID by 2018/2019.

To view the complete RTC Short Range Transit Plan, please click this link:

<https://rtcwashoe.wpengine.com/wp-content/uploads/2017/06/SRTP17-FINAL1-EMD.pdf>

Nevada DOT Inter-County and Regional Transit Plan

The Nevada Department of Transportation (NDOT) Multimodal Planning Division completed an Inter-County and Regional Transit Plan in December 2019 which studied the public transportation demand and needs in the northern Nevada region centered around the Tahoe-Reno Industrial Center (TRIC). Increased development activity and high employment growth in Northern Nevada in recent years have led to increased traffic, and changing travel needs that have outpaced the existing resources. The Plan impacts Reno and Sparks, as well as Washoe, Storey, Carson City, Lyon, and Churchill Counties.



Traffic volumes along I-80 near USA Parkway have been increasing since 2016. Over 80 percent of TRIC employees come from the Reno and Sparks area, and with no alternative route available, I-80 has become increasingly congested in recent years, lengthening commutes. With the Reno/Sparks area likely to continue as the major employment base feeding the TRIC, alternatives to the drive alone option are being explored.

In a 2018 survey, many employers already reported losing employees due to unreliable transportation or concerns about the commute. The 2018 survey also discovered that many employees are already finding alternative ways to get to work. Over 34 percent of TRIC employees are already reporting commuting via carpool or transit, and even more are interested, indicated by 59 percent of survey respondents, in options other than driving alone.

TRIC is a major employment driver for the state of Nevada, but its success depends on the availability of reliable, safe, and convenient transportation options to and from the site. The Inter-County and Regional Transit Plan identified seven preferred alternatives:

1. Organize a five-county transit task force
2. Develop a five-county park and ride expansion implementation plan
3. Develop a Transportation Management Association (TMA) implementation plan
4. Identify potential TRIC mobility options
5. Perform an express bus study
6. Perform a travel time reliability study
7. Explore land use options that reduce highway travel demand in the five-county area

NDOT is currently focusing on two of the recommendations, #3 and #4 listed above, as short-term next steps. For #3, developing a TMA is a low-cost solution that can be implemented in the short-term that will help facilitate the region’s transportation needs. For #4, five TRIC mobility options were established based on NDOT and stakeholder feedback, including: 1) vehicle share network; 2) shuttle services; 3) emerging technology solution; 4) fixed guideway transit; and, 5) app-based rideshare services.

In addition, the Plan also outlines the following next steps for NDOT and other regional transportation partners to advance mobility in the five-county region, including:

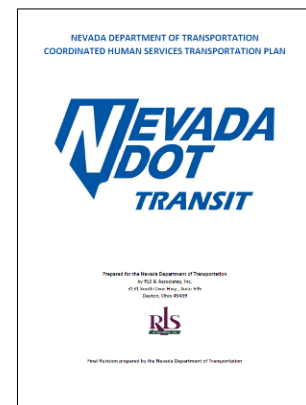
- Continue conversations with TRIC employers and regional stakeholders to advance the TMA process.
- Identify key leaders whose involvement will be needed for success.
- Identify mobility services to be provided.
- Educate employers and other stakeholders on the benefits of a TMA and their involvement.
- Identify a possible third-party to lead and manage the TMA through its first year of operation.

To view the complete Nevada DOT Inter-County and Regional Transit Plan, please click this link:

<https://www.nevadadot.com/home/showdocument?id=17232>

Nevada DOT Coordinated Human Services Transportation Plan

In 2018, NDOT completed an update to their 2011 Coordinated Human Services Transportation Plan to fulfill the planning requirements of the United We Ride initiative and the Federal Transit Administration’s *Safe, Accountable, Flexible and Efficient Transportation Equity Act – A Legacy for Users*. This CHSTP update focused only on the transportation needs in rural areas of the state. The fundamental element of this planning process was the identification and assessment of existing transportation resources and local/regional unmet transportation needs or gaps in service. This was accomplished by receiving input from key stakeholders (seniors and individuals with disabilities), through community workshops open to the public, in-person interviews, telephone calls, email conversations and a public survey.



Unmet needs or gaps in transportation service identified through the public outreach process included:

- Statewide/intercity bus service
- Infrastructure improvements for the safety of those riding public transportation
- Additional staffing capacity to perform transportation grants administration

In addition, the Plan also identified transportation resources and unmet needs or gaps in transportation service in each individual County. The needs identified in each county were then grouped into select categories to reduce the spectrum of needs into a summarized list. The top five most common county-identified needs included:

- Some areas are not served by public transportation or require improved access (16 counties).
- Long-distance intercity, intercounty, and interregional public transportation options are needed (15 counties).
- On-demand, urgent transportation options are need (10 counties).
- More medical transportation options are needed for those ineligible for Medicare (10 counties).
- Public transportation needs to expand the days and hours of operation to include nights and weekends (nine counties).

The goals outlined in the Plan include:

- Goal #1: Sustain existing services and enhance statewide transportation framework
 - Strategy 1.1: Sustain existing rural public transportation programs
 - Strategy 1.2: Establish statewide coordinating council for rural transportation
 - Strategy 1.3: Establish coordinated community transportation regions
 - Strategy 1.4: Collaborate on grant applications
- Goal #2: Enhance medical service options in unserved communities
 - Strategy 2.1: Coordinate medical appointments with transportation availability
 - Strategy 2.2: Schedule mobile medical unit visits for communities lacking medical facilities
 - Strategy 2.3: Establish tele-health centers
- Goal #3: Increase match for rural transportation with purchase of service agreements
 - Strategy 3.1: Increase purchase of service agreements with public transportation
 - Strategy 3.2: Increase countywide public transportation service
- Goal #4: Create coordinated volunteer driver program
 - Strategy 4.1: Create volunteer transportation working groups
 - Strategy 4.2: Identify joint volunteer driver insurance providers
 - Strategy 4.3: Develop volunteer driver training program
 - Strategy 4.4: Develop volunteer driver program with flexibility to attract drivers
 - Strategy 4.5: Recruit organizations that benefit from volunteer driver services
- Goal #5: Expand regional intercity connectivity and local transportation services
 - Strategy 5.1: Provide intercity bus routes
 - Strategy 5.2: Conduct needs assessment for routes between Boulder City and Las Vegas
 - Strategy 5.2: Increase service frequency between Boulder City and Las Vegas
- Goal #6: Expand transportation services to unserved communities
 - Strategy 6.1: Establish public demand response service in West Wendover
 - Strategy 6.2: Enhance transportation for the Shoshone Paiute Tribe Senior Center

- Strategy 6.3: Expand Get My Ride blue line
- Strategy 6.4: Expand Get My Ride service area and hours
- Strategy 6.5: Expand Ely Bus to White Pine County rural communities
- Strategy 6.6: Expand Pleasant Senior Center transportation service area and hours
- Strategy 6.7: Conduct pilot demonstration of a Winnemucca flexible fixed route
- Strategy 6.8: Establish public demand response service in Battle Mountain
- Strategy 6.9: Vanpool or shuttle service in Douglas County
- Goal #7: Increase safety for public transportation service in the City of Laughlin
 - Strategy 7.1: Investigate the potential for developing bus safety lane
- Goal #8: Improve public and human service agency transportation information
 - Strategy 8.1: Improve transportation information available through Nevada 211
 - Strategy 8.2: Establish rural travel training program
 - Strategy 8.3: Develop media offering passengers easy transportation guidance

To view the complete Nevada DOT Coordinated Human Services Transportation Plan, please click this link: <https://www.nevadadot.com/home/showdocument?id=16995>



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INTRODUCTION

Public input, particularly from stakeholders, is an essential component of any Human Services Coordinated Transportation Plan (CTP). One of the first tasks of this study was to identify and contact stakeholders. Using the list of stakeholders from the previous CTP as a starting point, stakeholders who represent the broad composition of human services agencies, non-profits, human service transportation providers, medical providers, veteran’s services, and transportation network companies were contacted and asked to participate in the study. The list was expanded through reference of existing stakeholders and in consultation with RTC staff. The list of stakeholders contacted is shown in Table II-1. The table also identifies which stakeholders participated.

Participation occurred in two general categories. First, stakeholders who provide any type of transportation were asked to provide data to develop an inventory of human service transportation services offered throughout Washoe County (and beyond). The data requested included type of service, eligibility for service, funding sources and operating parameters. The transportation provider inventory is described in Chapter III. Second, stakeholders were asked to provide valuable insight on the state of transportation, transit issues and needs, and gaps in service throughout Washoe County. The interviewers operated from a list of general questions to solicit responses in consistent categories. This chapter describes the valuable input offered by stakeholders, organized by issues.

STAKEHOLDER QUESTIONS

The stakeholder questionnaire included the following topics:

- Unmet Transportation Needs
 - Transportation needs that are currently not met or will become a need in the future.
 - Any transportation requests (either directly or on behalf of their constituents) that stakeholders could not accommodate.
 - Suggestions for how such unmet needs could be met.
- Coordination
 - Description of existing coordinated transportation arrangements with other providers/agencies.
 - Benefits of coordinating transportation.
 - Challenges to coordinating transportation.
 - Ideas on how to improve regional transportation coordination.
- Miscellaneous – Stakeholders were encouraged to add comments.

It should be noted that the interviews took place during the Covid-19 pandemic, which affected stakeholders’ availability and may have affected their opinions on some topics, though interviewers asked stakeholders to consider transportation issues as a “big picture” concern.

SUMMARY OF RESPONSES

Unmet Transportation Needs

Stakeholders were asked about unmet transportation needs, both current and anticipated. Some consistent issues were identified in this regard.

Stakeholder		Participation			Shared Provider Data?
		Contacted by		Inter-viewed?	
Organization	Contact	Email	Phone		
Access to Healthcare Network	Sherrri Rice	X		Yes	Yes
Bell-Limo	Jeanne O'Doan	X		No	No
Care Chest of Sierra Nevada	Anne Schiller	X	X	Yes	
Care Services of Nevada	Sylvie Smith	X	X	Yes	
Caring Transitions of Reno/Sparks	Brad Kaune	X		No	
Community Foundation of Western Nevada	Chris Askin	X	X	Yes	
Community Health Alliance	Oscar Delgado	X		No	
Continuum Reno	Diane Ross	X		No	
Disability Resource Center	Mary Zabel, George McKinlay	X		No	
Family Ties of Nevada	Mary Meeker	X	X	Yes	
High Sierra Industries	Lavonne Hayes	X		No	
Lend-A-Hand Senior Services		X		No	
Med Express	Jason Larriue	X		No	
MTM	Ken Riddle & Sandra Stanko	X		No	
My Ride to Work	Angela Vereen	X		No	
National Federation for the Blind		X	X	Yes	
Neighbor Network of Northern Nevada (N4)	Amy Dewitt-Smith	X	X	Yes	Yes
Northern Nevada Center for Independent Living	Mark Tadder	X	X	Yes	
Northern Nevada Center for Independent Living	Lisa Bonie	X	X	Yes	
Path to Independence	Mary Bryant	X	X	Yes	
Pyramid Lake Indian Reservation	Eben Harrison, Pamela Wright	X		No	
Pyramid Lake Tribal Transit	Johnnie M. Garcia	X	X	No	
Pyramid Lake Tribal Transit	Michelle Smith	X	X	No	Yes
Reno Behavioral	Steve Shell	X		X	
Reno Center for Child & Adolescent Health	Dr. Ron Aryel	X	X	Yes	
Reno Sparks Indian Colony		X		Yes	
Ridgehouse	Dani Tillman	X		No	
Ridgehouse	Denise Everett	X		No	
RSVP OF NEVADA	Sandy Severance	X		Yes	Pending
Sanford Center for Aging/SOS	Crissa Markow	X	X	Yes	
Sanford Center for Aging/SOS	Kelley MacMillan	X	X	Yes	
Sanford Center for Aging/SOS	Peter Reed, Gary Aldax	X		No	
Sanford Center for Aging/SOS	Sina Ward	X	X	Yes	Yes
Senor Spectrum Magazine		X		No	
Seniors in Service (SIS)	Mary Brock	X	X	Yes	Yes
Sierra Home Health Care			X	No	
State of NV Dept. of Employment, Training & Rehab	Ken Pierson	X		Yes	
State of NV Dept of Health & Human Services	Kari Horn	X		No	
State of NV Dept of Health & Human Services	Dena Schmidt	X		No	
State of NV Dept of Health & Human Services	Ellen Marquez	X		No	
Tahoe Transportation District		X		No	
United Cerebral Palsy of Nevada	Monica Melsbrock, Michelle Puffer	X		Yes	Pending
United Way of Northern Nevada	Michael Brazier	X		No	
Washoe County Human Services Agency	Abby Badolato	X		Yes	
Washoe County Senior Services	Jodi Bhakta	X		Yes	Pending

Source: LSC Transportation Consultants, Inc.

Limited Service Area

Stakeholders consistently stated that the RTC service area does not adequately meet people's needs. Many in particular noted that the Reno/Sparks area has been growing exponentially, but RTC services have not kept pace with the increased need for transit that has developed as a result of this growth. It was pointed out that the McCarran loop has become a somewhat arbitrary service boundary, despite needs being outside of this loop. One stakeholder noted that a client lived on the south side of the McCarran Loop, which did not have bus service despite being close to McCarran. This stakeholder also noted that funding has focused on streets and road infrastructure, while transit funding has stagnated. Another stakeholder mentioned that a recent re-route of Route 17 affected their program participants from getting to and from their services.

More Service

Most of the stakeholders said there is a need for more service in general. Clients/passengers of human service transportation services have a difficult time scheduling trips due to high demand.

Door-through-Door Service

Social service providers emphasized that most of their clients (frail elderly, developmentally disabled, mobility limited) need door-through-door service rather than curb-to-curb or door-to-door service. RTC currently provides door-to-door service.

Underserved Populations

One stakeholder noted there is a high need among undocumented families, particularly single mothers with children, and primarily to get to medical appointments.

For elderly and disabled adults, the need for transportation is for trips to medical appointments and social services.

Affordable Service

Several stakeholders noted that their clients are low income and there is a lack of affordable transportation. Longer trips or trips in multiple zones are unaffordable for many clients.

"Big Picture" Needs – Policies and Infrastructure

Several stakeholders discussed transportation needs in terms of establishing policies and infrastructure which support transit, including:

- A better, more integrated transportation system: better (and more) buses, Bus Rapid Transit (BRT). Service beyond paratransit.
- Housing and development policies which support transit, such as increasing housing density, building smart streets, ensuring new developments consider transportation as part of their development strategy and requirements (i.e. installation of bus pull outs, accessible sidewalks, bus stops).
- More tax dollars for supporting transit: institute a gas tax or income tax. Low tax states have low services.
- Businesses should be part of the solution. Places like Grand Sierra, which is directly served by an RTC stop, should pay for increased frequency (30 minutes instead of the current 60 minutes). Employers should offer employees free bus passes.

- The County Commission should work on solutions. Growth has an impact. It is hard for RTC to keep up with increased demands.

Timely Transportation

Stakeholders noted that their services and the services they refer clients to have very long wait times to schedule trips. One provider originally had a five-day advance reservation request, then changed it to seven, and now ten. Access to Healthcare Network has a wait list of up to seven weeks according to a stakeholder. This type of advanced scheduling rarely meets the last-minute needs in reaction to medical appointments, events, and opportunities.

Transportation Beyond Non-Emergency Medical Trips

Seniors in Service (SOS) obtained a grant from the National Aging and Disability Transportation Center (NADTC) to ascertain transportation needs in the community. SOS specifically wanted to know what seniors and persons with disabilities enjoyed doing, and what barriers exist that prevent them from doing these activities. Most wanted opportunities for outdoor recreation and to be with family and friends but were lacking transportation options to do so. As part of the grant, SOS held a transportation forum where they listened to people's concerns, and the grant culminated in a report summarizing the outreach efforts and findings. Highlights include:

- The cost of transportation was not the foremost concern
- Many participants indicated a fearfulness at being with strangers and at being in large crowds at their destinations
- Train drivers better on how to treat people with disabilities (patience)

The goal of the grant was to explore how to get beyond the non-emergency medical needs transportation to also serve basic activities that increase individuals' well-being. For example, one client found satisfaction in volunteering at an animal shelter, which also benefitted the shelter. Clients are also interested in civic engagement. SOS arranged to borrow a University of Nevada – Reno (UNR) vehicle from another program and shuttled clients to Tahoe for a full-day outing, which was very enriching. SOS would like to facilitate more of these types of activities, but transportation is an important component.

Accommodating Wheelchairs

Mileage reimbursement programs rarely have wheelchair vehicles available. Some individuals are capable of handling lightweight transport wheelchairs, but usually it is up to the volunteer, and therefore this can be a limiting factor in providing transportation. One stakeholder noted that RTC ACCESS is better equipped (both with vehicles and training) to handle wheelchair passengers than most non-profits or other providers.

Suggestions for Meeting Transportation Needs

As stakeholders were asked about unmet needs, they were also asked if they had ideas for solutions to meet those needs. Suggestions for improvements are summarized below.

Transportation Network Companies

Several stakeholders discussed the possibility of using Transportation Network Companies (TNCs) such as Lyft and Uber, with specific suggestions and comments:

- While TNCs are great resources for the general public, they are not for the frail elderly. The elderly may need door-to-door assistance and are not tech savvy. If RTC could find a way to arrange Uber/Lyft trips for the elderly without them having to use the app, that might work.
- Local transportation offered through a TNC at a discount is needed.

Expanded Service Area - More Service Outside of the McCarran Loop

Several stakeholders noted the best way to meet needs would be for RTC to expand what they are already doing, especially outside of Reno/Sparks. The launching of FlexRIDE was mentioned as an example.

Increased Funding/Make Affordable

Stakeholders recommended:

- Increase funding. With more money, providers could offer more service.
- Make transit affordable, particularly for low income, through free fares or voucher programs.

Coordination

Stakeholders were asked about existing coordination, the benefits of coordination, and the barriers to coordination. Most stakeholders noted that coordination was limited but occurred organically when getting together for purposes beyond transportation.

Lack of Information / Lack of Available Service

Stakeholders said it can be difficult to find transportation for their clients due to a lack of information about services. Often when one provider calls another to arrange a trip, the wait time for service will be unreasonable, and numerous providers will need to be called.

Another barrier to coordination is the difficulty matching the needs of the passenger (physical and/or cognitive ability, funding restrictions, time, and location) with the resources of the provider (appropriate vehicle, trained staff, cost, availability).

Mobility Forum / Transportation Summit

Stakeholders mentioned a Mobility Forum was hosted by N4 just before the pandemic. A program was discussed called “MUVE” which is an Uber/Lyft type service but using volunteer drivers. One stakeholder noted this sounds like a great program.

Seniors in Service (SOS) obtained a grant to ascertain transportation needs in the community, and also held a transportation summit of sorts, with approximately 50 participants. The project sought to find out what transportation needs exist beyond the non-emergency medical trips, particularly services which could lead to clients’ improved happiness.

Positive Coordination

In the perspective of one stakeholder, coordination is fairly strong and the Social Services Administration is fantastic. No one is territorial and everyone tries to work together. People are really good about referring to other agencies. RTC is excellent at outreach.

Barriers to Coordination

A particular barrier to coordination is that agencies work in silos and are not always aware of others' needs or what they're providing. Agencies try to address this with meetings, but transportation is not always the top priority. Additionally, there is an inordinate amount of paperwork. It is cumbersome, but probably necessary. There always seems to be some sort of error in the duplicating of papers, and a need for constant corrections. This probably comes down from the federal level.

Suggestions for Improving Coordination

Stakeholders offered a few suggestions for improving coordination, as follows:

- Establish a call center similar to 211, where organizations or individuals can call to find a ride that matches their needs. The caller would identify the requirements (age, mobility challenges, ability to pay, window of trip need, etc.) and the call center would find all possible matches for the ride.
- Similarly, a third-party network provider similar to Lyft and Uber could offer service to program participants or individuals, with an Uber-like app developed to arrange the rides. Many elderly and disabled are not tech savvy, so there would need to be a phone option or another party who could assist in arranging the trip.
- Arrange for long-distance, out-of-area providers to connect with local providers for Reno-based trips.

Additional Topics

A few topics of discussion outside of the original interview questions are summarized below.

Volunteerism

Many of the stakeholders contacted rely on the support of volunteers as the foundation of their transportation services, or at least, to enhance services. Volunteers in some programs are offered mileage reimbursement, though many do not request reimbursement. The main benefit of volunteerism is cost effectiveness, but other benefits are derived as well. For many, volunteering is an opportunity to engage socially and to feel appreciated. Some non-profits expressed that without volunteers, there is no way they would be able to offer the services they do.

Volunteerism comes with challenges as well. Many volunteers are seniors who may "age out" of the ability to volunteer. At least one agency noted that as the cost of living in Reno has increased with recent growth, some volunteers have had to cut volunteer hours to find part-time, paying jobs. Some students volunteer to meet community service requirements, which is a benefit to the students and the volunteer program. However, students' schedules are often inflexible with limited hours available, and busy students may be forgetful. All these factors contribute to what was most often mentioned by stakeholders who rely on volunteers, which is that recruiting is a difficult and constant requirement, and there are never enough volunteers to meet the needs of programs.

Additionally, the logistics of volunteering can be complicated. Volunteers have been sent across town to South Reno to retrieve a client, bring them to an appointment, wait for an hour and a half, and return them. This is a large time commitment. But if the trip is divided into a separate pick up and return trip and the volunteer is not committed to the full trip, the fear is the passenger may become stranded.

Finally, one stakeholder noted that volunteer programs are great, but they do not put a dent in the need. A structured program with dispatchers, drivers and vehicles is necessary to serve well. This requires funding to meet all of the needs.

Comments on RTC

Several stakeholders praised RTC and said they are a great organization to work with and very helpful. Several noted RTC provides good service with the resources they have, but at least one stakeholder said RTC needs to do more. Another noted RTC tries to do the right thing, but they are constrained by funding.

It was noted that transportation providers take the burden off RTC by providing services, including beyond the McCarran Loop. This saves RTC money and resources. When Washoe County cut funding, non-profits picked up the slack.

Safety

A few stakeholder groups representing the developmentally and physically disabled community said most of their clients rely on family, friends, Lyft, or Uber for transportation. While some of these individuals are capable of learning how to use fixed-route transit services, they do not feel safe doing so. The primary concern is the Fourth Street Station, which respondents perceive to have vagrants, open drug use, and aggressive individuals. If lighting, cleanliness, and security could be improved at the transit center, more people might be willing to use transit.



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Chapter III: Community Transportation Survey

Community outreach is an important part of developing a Coordinated Human Services Public Transportation Plan that meets the needs of the community. While in-person meetings and open houses would have been the preferred method to obtain public feedback, due to Covid-19 restrictions a community transportation survey was used instead to gather public input.

SURVEY METHODOLOGY

As part of an effort to obtain input from Washoe County residents and stakeholders, an online community survey was created. The survey was developed with input from Regional Transportation Commission (RTC) staff and then distributed as widely as possible. The survey asked respondents to answer a series of questions about their personal and household transportation needs and experiences. The survey was available online for approximately four weeks (from August 6th, 2020 through September 1st, 2020) and is included in Appendix A.

The survey was publicized and distributed through the following means:

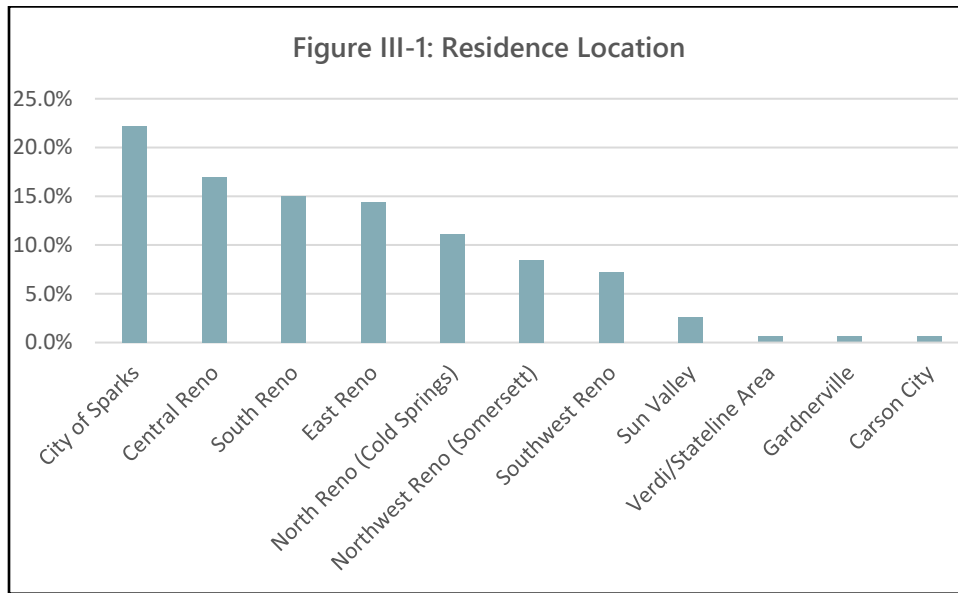
- RTC's Customer Service staff and paratransit service provider, MTM Transit, assisted callers interested in completing the survey.
- Information was disseminated through many meetings with the following groups:
 - Local stakeholders
 - The Nevada Governor's Council on Developmental Disabilities
 - Human Services Network of Nevada
 - Senior Outreach Services
 - Nevada 2·1·1
 - Senior Coalition
 - RTC's Citizen's Multimodal and Technical Advisory Committees
 - BUILD Health Challenge - Steering Committee
- Information was available and shared via RTC's website and social media outlets.

SURVEY ANALYSIS

A total of 155 survey responses were received and the results are discussed in the following section.

Where Respondents Live

Respondents were asked to provide their residence location, as shown in Figure III-1. Approximately 22 percent of respondents lived in the City of Sparks, followed by 17 percent living in central Reno, 15 percent living in southern Reno, and 14.4 percent living in eastern Reno. Other areas of residence included northern Reno (Cold Springs) at 11.1 percent, northwest Reno (Somerset) at 8.5 percent, and southwest Reno at 7.2 percent.



Licensed Drivers, Personal Vehicle Use, Ride Availability, and Bus Stop Access

Lack of a private vehicle influences people to use public transportation. Table III-1 shows the number of respondents who do and do not possess a driver’s license or personal vehicle. It also summarizes whether or not those taking the survey often find themselves without the ability to reach their destination.

	Yes		No		Total
	#	%	#	%	
Are you able to drive and have a current license?	59	38.1%	96	61.9%	155
Do you have regular access to a personal vehicle that you drive?	54	34.8%	101	65.2%	155
Do you ever need a ride and not have one?	74	48.1%	80	51.9%	154
Do you live near a bus stop, but have a mobility limitation that limits your ability to walk to a bus stop and/or board a vehicle without assistance?	50	36.2%	88	63.8%	138

Source: LSC, 2020.

As illustrated, nearly 62 percent of respondents are not able to drive and do not possess a driver’s license. In addition, approximately 65 percent of those surveyed do not have a personal vehicle available for their use, while approximately 48 percent find themselves not having a reliable form of transportation when needed.

Respondents were also asked whether or not they have mobility limitations hindering their ability to walk to local bus stops and/or board a vehicle without assistance. Of the 138 people who responded to this question, approximately 36 percent indicated yes, their ability to walk to or board a vehicle limits their ability to use transit without assistance.

Demographic Questions

All respondents were asked to answer a series of demographic questions.

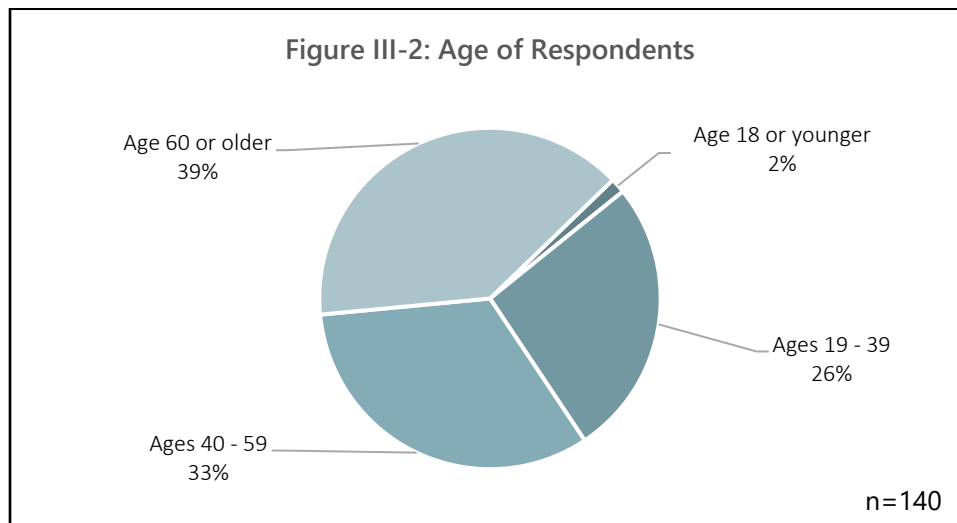
Persons with Disabilities, Senior Citizens, and Veterans

Respondents were asked to indicate if they were a person living with disabilities, a senior citizen, or a veteran. Respondents were not limited to the number of responses they could select. As shown in Table III-2, approximately a quarter of respondents (24 percent) indicated they were a senior citizen with a disability, followed by respondents who selected senior citizen only (20 percent).

Table III 2: Person with Disabilities, Senior Citizen, and Veteran Status		
	Number of Respondents	Percent of Respondents
Senior Citizen (only)	26	20%
Person with Disability (only)	0	0%
Veteran (only)	1	1%
Senior Citizen with Disability	31	24%
Senior Citizen and Veteran	1	1%
Veteran with Disability	0	0%
Senior Citizen with Disability and Veteran	6	5%
<i>Source: LSC, 2020</i>		

Age

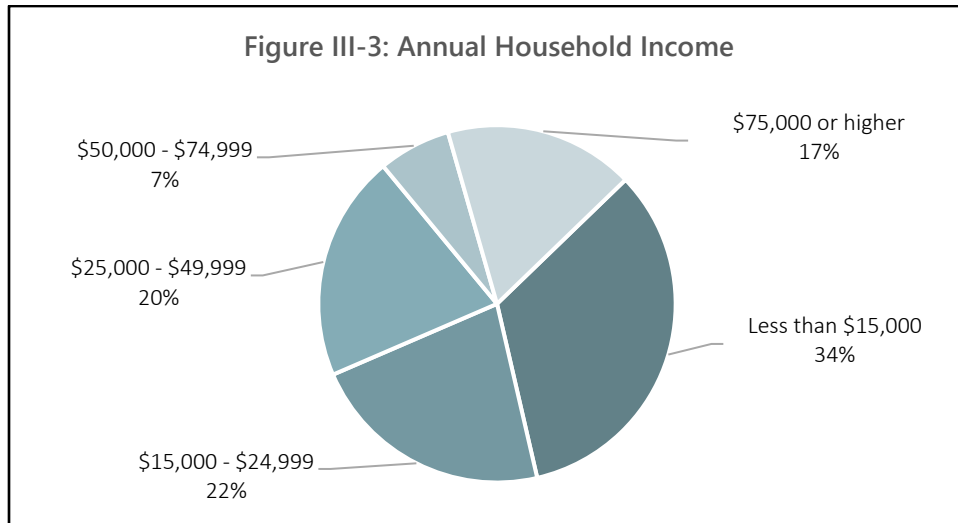
As shown in Figure III-2, respondents were asked to indicate their age. Of those surveyed, approximately 39 percent were ages 60 and older, followed by about 33 percent between the ages of 40 and 59. Those between the ages of 19 and 39 made up approximately 26 percent of those surveyed, and only 1.4 percent were age 18 or younger.



Annual Household Income

The annual household incomes of survey respondents are shown in Figure III-3. Approximately 34 percent of respondents indicated their annual household income was less than \$15,000 a year. This was followed by approximately 22 percent of respondents who said their annual household income was between \$15,000 and \$24,999 a year, 20 percent of respondents who said their annual household income was between \$25,000, and \$49,999 per year, and 17 percent of respondents who said their annual household income was greater than \$75,000 a year. More than half of the respondents live in

households with incomes below \$25,000 per year. Only seven percent of respondents indicated that their annual household income was between \$50,000 and \$74,999 a year.



Transportation Characteristics

Respondents were asked to consider their current use of local transportation.

Existing Transportation Use

Respondents were given a list of current transportation options and asked to select all of the services that they currently use. Table III-3 illustrates the frequency in which specific transportation providers are used by respondents. Taxis, Ubers, and Lyft services are used the most frequently (48 percent), followed by RTC ACCESS paratransit services (42 percent), and RTC Ride fixed-route services (30 percent).

Transportation Providers	Number of Respondents	Percent of Respondents
Taxi/Uber/Lyft	65	48%
RTC ACCESS (paratransit service)	57	42%
RTC RIDE (fixed-route service)	40	30%
Neighbor Network of Northern Nevada (N4)	28	21%
RTC FlexRIDE	11	8%
Medicaid-sponsored transportation	11	8%
RTC Washoe Senior Ride (subsidized taxi program)	8	6%
Other	8	6%
Other - Ride from family/friends	8	6%
Access to Healthcare Network	7	5%
Other - Personal Vehicle	4	3%
RTC REGIONAL CONNECTOR	3	2%
Senior program transportation services	3	2%
Sanford Center for Aging – Senior Outreach Services (SOS)	2	1%
Seniors in Service (SIS)	1	1%
Washoe County DHHS – Seniors	1	1%

Source: LSC, 2020.

Ride Purpose

Respondents were asked to indicate the primary purpose for travel when they are unable to find a ride. These purposes included — work/commuting, shopping, medical appointments, school, or other. The results are shown in Table III-4. Approximately 59 percent of respondents stated that they most consistently find themselves without a ride to go shopping, followed by 58 percent who need a ride to and from medical appointments, and 30 percent who indicated “other.” Other purposes included recreational and social destinations such as community programs and volunteering. The lack of access to shopping and medical appointments translates directly to quality of life.

Table III 4: Where are you unable to get a ride to?		
Types of Trips	Number of Respondents	Percent of Respondents
Going shopping	42	59%
Going to or from a medical appointment	41	58%
Other	21	30%
Going to or from work	17	24%
Going to or from school or educational training	6	8%

Source: LSC, 2020.

When is Transit Needed?

The survey asked which days of the week and at what time of day the respondent, or a household member, needs to use public transportation within Washoe County. Respondents were allowed to check multiple responses. As shown in Table III-5, days of the week were quite evenly distributed with weekdays being slightly more needed than weekends. The most needed day was Thursday (83 percent) and the least needed day was Sunday (56 percent).

Table III 5: What days of the week do you need transportation?		
Days	Number of Respondents	Percent of Respondents
Monday	57	80%
Tuesday	59	83%
Wednesday	55	77%
Thursday	59	83%
Friday	58	82%
Saturday	47	66%
Sunday	40	56%

Source: LSC, 2020.

As shown in Table III-5, respondents indicated that transportation services are most needed between 8:00 AM and noon (74 percent), and between noon and 4:00 PM (67 percent).

Time of Day	Number of Respondents	Percent of Respondents
Midnight to 6:00 a.m.	9	13%
6:00 a.m. to 8:00 a.m.	23	33%
8:00 a.m. to noon	52	74%
Noon to 4:00 p.m.	47	67%
4:00 p.m. to 6:00 p.m.	36	51%
6:00 p.m. to 9:00 p.m.	21	30%
9:00 p.m. to midnight	10	14%

Source: LSC, 2020.

Respondents were asked to indicate what deters them from using transportation services such as RTC, rideshares, and other services. The results are shown in Table III-7. Approximately 42 percent of respondents answered that services are too expensive followed by 40 percent who mentioned that they cannot walk far enough to access services. Other deterrents included being apprehensive or fearful of using the services (33 percent), personal access to transportation through family (28 percent), and “other” (23 percent). Issues such as lack of safe access due to location of bus stops, large intersections, disability, and expense were all mentioned by those indicating “other”.

Types of Issues	Number of Respondents	Percent of Respondents
Too expensive	50	42%
Too far to walk to access service	47	40%
I'm apprehensive/fearful	39	33%
Family helps me	33	28%
Other	27	23%
I do not qualify for transportation programs	15	13%
Wheelchair accessible vehicles are not available when I need them	12	10%
I do not know how to use listed services	12	10%

Source: LSC, 2020.

Additional Comments

At the end of the questionnaire, respondents were asked to provide additional comments about the transportation service they would like to see, or any other unmet transportation needs they or members of their household might have. The individual comments can be read in full in Appendix B. Out of 155 total survey responses received, 66 respondents chose to provide additional comments. General categories were used to group the comments accordingly. If multiple subjects were addressed in one comment, the comment was counted in each of the relevant categories. Table III-8 categorizes the various comments received by topic. The most frequently received comments were related to general compliments about the service and drivers (15 percent), followed by access to transit due to disability (14 percent) and issues with proximity from fixed-route service bus stops (12 percent).

Table III 8: Additional Comments		
Comment Categories	Number of Respondents	Percent of Respondents
Great service	9	15%
Issue with access due to disability	8	14%
Lives too far from bus stop	7	12%
Outside ADA zone	6	10%
Expand Service Areas	5	8%
Friendly bus drivers	4	7%
Improve marketing and awareness	3	5%
Unreliable services	3	5%
No issue	3	5%
Covid-19 Concerns	2	3%
Increase service frequency	2	3%
Would like the subscription program reinstated	2	3%
Bus Stop maintenance	1	2%
Double Decker Bus Question	1	2%
General discontent	1	2%
Lack of driver sensitivity to disabilities	1	2%
<i>Source: LSC, 2020.</i>		



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Chapter IV: Existing Transportation Services

INTRODUCTION

Transportation services in Washoe County are a complex mix of public transit services, private for-profit and not-for profit providers, non-emergency medical providers, third-party network companies and more. This chapter reviews existing transportation services available throughout Washoe County, including when and where they serve, eligibility requirements, and operating characteristics such as operating cost, ridership statistics, and number of vehicles.

Each provider tracks the information important to their organization, and therefore not all data are available in a consistent format. Information is summarized as completely as possible to provide a comprehensive picture of what transportation options are available to Washoe County residents. Data on each of the providers is presented in Tables IV-1 and IV-2.

PUBLIC TRANSIT IN WASHOE COUNTY

Public transportation is provided through the Regional Transportation Commission (RTC) which operates a variety of services including the regional fixed-route bus system, RTC RIDE; the complementary demand-responsive, paratransit service, RTC ACCESS; RTC FlexRIDE; RTC REGIONAL CONNECTOR; Washoe Senior Ride subsidized Taxi Bucks program; and RTC SMART TRIPS. The different services operated by RTC are described below.

RTC RIDE

RTC RIDE is fixed-route service which was initiated in September 1978 and operates throughout Reno and Sparks. RTC's buses have been wheelchair accessible since the 1980's, with the fleet becoming fully accessible in the 1990's. Routes are operated 24 hours per day, seven days per week. The 4TH STREET STATION in downtown Reno is the central transit hub, and the Centennial Plaza in Sparks is a secondary transit hub.

Base fares are \$2.00 one-way, or \$1.00 discounted (seniors, persons with disabilities and veterans). University of Nevada, Reno (UNR) and Truckee Meadows Community College (TMCC) students and faculty ride free with a U-Pass or Ed-Pass.

Ridership on RTC RIDE totaled 7.3 million passenger trips in FY 2018-19 at an operating cost of \$24.5 million. The fixed-route fleet consists of 65 vehicles.

RTC ACCESS

RTC ACCESS is the paratransit service that provides door-to-door, prescheduled transportation for people who meet the eligibility criteria of the Americans with Disabilities Act (ADA). RTC ACCESS passengers have disabilities which prevent them from riding RTC RIDE independently some or all of the time. The service is shared-ride and trips must be scheduled one to three days in advance. Fares are \$3.00 per one-way trip, although there is an option for a "will-call" return medical trip for \$6.00 (allowing passengers flexibility when unsure what time return trips will be needed). Annual ridership was 271,266 in FY 2018-19, with an operating cost of \$8.0 million. The fleet consists of 61 vehicles. Passengers using wheelchairs account for 10.3 percent of passenger trips.

Table IV-1: Reno CTP Transportation Inventory							
Providers		Eligibility to Ride	Hours			Fares	
Services	Service Area		Weekdays	Saturdays	Sundays	Base 1 Way	Discounted
RTC RIDE	Reno	None	24 hrs/day			\$2.00	\$1.00 ¹
RTC ACCESS	Within 3/4 mile of a regular fixed route	ADA Eligible	Same as Regular Fixed Route Service			\$3.00 ²	NA
RTC FlexRIDE	Sparks/Spanish Springs	None	5:30 AM - 11:00 PM	6:00 AM - 10:30 PM	6:00 AM - 10:30 PM	\$2.00	\$1.00
	Verdi/Somerset	None	5:30 AM - 11:00 PM	6:20 AM - 9:00 PM	6:20 AM - 9:00 PM	\$2.00	\$1.00
Pyramid Lake Paiute Tribal Transit	Local (Nixon); Reno; Fernley; Sparks	None	5:00 AM - 7:00 PM	None	None	\$1.00	\$0.50
Reno-Sparks Indian Colony	Hungry Valley - Reno - Sparks	None	5:00 AM - 6:00 PM	None	None		
Neighbor Network (N4)	Reno Metro; expanding to 11 counties in N. Nevada	Program-based	Available 24/7			Varies by client	
Access to Healthcare Network	Reno Metropolitan Area	Elderly, disabled, medical trips	8:00 AM - 5:00 PM	None	None	Included in \$40/mo insurance fee	
Washoe County DHHS - Seniors	Gerlach, Nevada	Seniors 60+	1-2X/week	None	None	Donation	
	Reno Area	Seniors 60+	As needed	None	None	None	
	Incline Village GID	Seniors 55+	8:00 AM - 5:00 PM	None	None	\$5.00 donation	
Sanford Center for Aging - UNR	Reno Metropolitan Area	Elderly	As needed, depending on Volunteer Availability			None	None
Seniors in Service (SIS)	Northern Nevada	Seniors over 60	As needed, depending on Volunteer Availability			NA	NA

Note 1: RTC RIDE is free for UNR and TMCC faculty and students with a UNR or TMCC ID.
Note 2: RTC ACCESS offers a "will-call" fare of \$6.00 per trip for return medical trips for flexibility.
Source: LSC Transportation Consultants, Inc.

Providers/Services	Annual Operating Statistics							Revenue Sources
	Operating Cost	# of Vehicles	Revenue Hours	Revenue Miles	One way Trips	Individuals Served	% WC Users	
RTC RIDE	\$24,487,892	65	244,291	2,720,365	7,372,181	NA	NA	22% fares; 57% local funds; 4.1% State; 16.2% Federal
RTC ACCESS	\$8,082,645	61	102,290	1,638,952	271,266	3,600	10.3%	
RTC FlexRIDE	NA	NA	NA	NA	20,973	NA	NA	
Pyramid Lake Paiute Tribal Transit	\$266,300	2	7,000	350,000	4,500			FTA 5311 Tribal Transit, local sales tax funding from RTC
Reno Sparks Indian Colony	(Could not be reached, data was not provided)							
Neighbor Network (N4)	\$550,000	1	NA	18,865	5,268	NA	NA	Grants (5310, others), contracts, donations
Access to Healthcare Network	NA	6	1,760	81,934	11,450	5,000	NA	State & Federal grants, contracts, donations
Washoe County DHHS - Gerlach ¹	\$12,000	1	NA	NA	40	NA	NA	Sales tax funding
Washoe County DHHS - Reno ¹	\$115,274 for two years	1	NA	NA	40/mo ¹	NA	NA	New project under 5310 and was awarded \$115,274 for two years (Capital \$81,627, Operating \$19,870, Admin=\$13,777)
Washoe County DHHS - Incline GID ¹	\$17,000	1	NA	NA	NA	NA	NA	Local sales tax funding from RTC for Incline program, fares
Sanford Center for Aging - UNR	\$31,500	0	NA	NA	1,500	270	NA	FTA 5310
Seniors in Service (SIS)	\$120,000	0	NA	272,727	NA	330	Almost none	Misc. grants, including FTA 5310; Private grants

Note 1: The Washoe County DHHS initiated service in January just prior to Covid, and had approximately 40 passengers/month. Incline GID is supplemented by funds passed through Washoe County but also has local financial support, not included in operating cost.
Source: LSC Transportation Consultants, Inc.



RTC FlexRIDE

RTC's FlexRIDE is curbside-to-curbside transit service available in select areas of Sparks/Spanish Springs, North Valleys, and Verdi/Somerset. Scheduling a FlexRIDE is done through a smartphone app or by calling a dispatcher. Pick-up window is eight to 15 minutes. Fares are \$2.00, or \$1.00 discounted. Because this is a new service, ridership data is limited.



RTC REGIONAL CONNECTOR

RTC offers intercity, commuter service between Reno and Carson City. Base fares are \$5.00 one way, or \$2.50 discounted. A 10-ride pass is \$44.00 or \$22.50 discounted. Three morning and three afternoon round trips are operated Monday through Friday.

RTC's Washoe Senior Ride

The Washoe Senior Ride (WSR) is a subsidized taxi program of the RTC and is funded by the one-quarter percent of Washoe County sales tax that is allocated for public transportation. WSR provides alternative, reliable, and affordable transportation to Washoe County residents who are 60 years and older, RTC ACCESS client (any age), and Washoe County Veterans (any age).

Each month WSR participants may purchase up to \$60 worth of taxi fares for just \$15. Participants are issued an RTC WSR CardONE reloadable card, which can be used to pay any part of a taxi fare. The maximum value a participant can accrue on a card is \$180. There are currently three participating Taxi Companies which are all available 24 hours a day, seven days a week: Reno/Sparks Cab Company, Whittlesea Taxi Company, and Yellow Cab Company. Recently, RTC began a demonstration with Uber.

RTC SMART TRIPS

RTC SMART TRIPS is a free service provided by the RTC to assist local businesses to encourage employees to use alternative modes of transportation. The program has information on bus subsidy programs (and tax benefits), carpools, and rideshares. For example, RTC TRIP MATCH is a web-based service that uses advanced technology to make finding carpool, bike, walking and bus buddies easy, fast, convenient, and accurate. Participants of RTC SMART TRIPS can enroll as a business or as an individual. Service is within Washoe County and extends to Truckee Meadows.

OTHER PUBLIC TRANSPORTATION SERVICES

Eastern Sierra Transit Authority

The Eastern Sierra Transit Authority (ESTA) was established in November of 2006 as a Joint Powers Authority between the Counties of Inyo and Mono, the City of Bishop and the Town of Mammoth Lakes (CA). ESTA provides interregional service extending from Reno, Nevada to Lone Pine, California along the 395 corridor for commuters on weekdays. Regular one-way fares from Reno are between \$17 and \$59 depending on destination, and discount fares (senior, disabled, child) range from \$14 to \$53 depending on destination. In the Reno area, ESTA stops at the Centennial Plaza Transit Center (north side of Victorian Avenue).

TRIBAL TRANSPORTATION IN WASHOE COUNTY

Tribal transit services are operated by the Pyramid Lake Paiute Tribe in Nixon and the Reno-Sparks Indian Colony in Reno. Transit services provided by each are described below.

Pyramid Lake Paiute Tribal Transit

The Pyramid Lake Paiute Tribe (PLPT) operates transportation to the local communities around Pyramid Lake, as well as the surrounding communities of Fernley and Sparks. PLPT also has service to various Native American events on occasion. Non-urbanized sales tax funds are passed through to this program (\$20,000).

Route service originates in Nixon, Nevada with destinations locally, and to Wadsworth, Fernley (Job Connect), and Reno/Sparks areas. Passengers can commute to work at the Tribal Administration Building and Pyramid Lake Health Clinic in Nixon, and the Reno-Sparks Indian Colony and Health Clinic in Reno. Commuters can connect to RTC in the greater Reno/Sparks area for extended destinations. Shopping trips include destinations such as the Fernley Walmart, Raley's grocery store, and Legend's outlet mall. Social Services destinations include stops in Fernley and Reno/Sparks allowing riders to go to the Nevada State Welfare office in Sparks, Pyramid Lake Social Services, Reno-Sparks Indian Colony and Inter-tribal Council of Nevada. Health centers are accessible by transit at the Pyramid Lake Health Clinic, and Reno-Sparks Indian Colony Health Clinic. PLPT serves the RTC Sparks Centennial Plaza where connections can be made to routes servicing Reno/Sparks locations. Base fares are \$1.00, or \$0.50 discounted for ages 60 and over or students with ID ages six to 17. Monthly passes are available for \$44.00 for unlimited service (\$22.50 discounted)

The service is operated using two 14-passenger vehicles. In FY 2018-19, approximately 4,500 one-way passenger trips over 350,000 vehicle miles and 7,000 hours of service were provided. The operating cost was \$266,318, with \$403,416 budgeted for FY 2019-20. Funding is primarily through Federal Transit Administration (FTA) 5311 grants for rural tribal transit, plus local sales tax funding.

Reno-Sparks Indian Colony

Located in Reno, Nevada, the Reno Sparks Indian Colony (RSIC) consists of about 1,100 members. The reservation lands include the original 28-acre Colony located in central west Reno and another 1,920 acres in Hungry Valley, which is 19 miles north of the Colony and west of Spanish Springs.

RSIC operates transportation services for community members, residents, and guests to seek and maintain medical services, employment opportunities, and human services. Transportation services are also offered to the RSIC community to reduce the dependence and cost associated with operating an automobile. Fixed-route transit service is offered on weekdays between 5:00 a.m. and 7:00 p.m. and on Saturdays from 10:00 a.m. to 4:00 p.m. The route is operated between the Hungry Valley Community Center (HVCC), the RSIC administrative offices, the RSIC health clinic, Walmart, and Hungry Valley Housing.

QUASI-PUBLIC AND PRIVATE, FOR-PROFIT TRANSPORTATION SERVICES IN WASHOE COUNTY

There are several quasi-public (heavily subsidized) and /or private, for-profit transit providers operating in Washoe County, as outlined below.

Amtrak

AMTRAK offers passenger rail service through northern Nevada on the California Zephyr Line (Chicago-Denver-Salt Lake City-Reno-San Francisco Bay Area). Amtrak also operates “Snow Trains” and “Fun Trains” that bring passengers from the Bay Area to Reno and nearby recreational areas during winter months. The train depot is located at 280 North Center Street and East Commercial Row in Reno, one block south of the RTC 4TH STREET STATION.

Greyhound

Greyhound provides long-distance intercity bus transit, mostly along the I-80 corridor. Greyhound maintains a depot in Reno, with over-the-road coaches traveling daily to and from Northern California and Chicago and points east. The Greyhound station in the Reno Metropolitan Area is located within RTC’s Sparks Centennial Plaza.

Bus Charters and Rentals

The following companies provide bus charters and rentals or are bus lines serving the Reno-Sparks urbanized area: Airport Mini Bus, All West Coach Lines, Amador Stage Lines, Aztec Transportation Service, Reno Express and Ryan’s Express Transportation Services. Additionally, Flixbus is a company that arranges intercity bus service in Europe and the United States. It is owned by FlixBus GmbH, which also operates FlixBus and FlixBus. FlixBus does not own any buses and does not employ drivers; its services run in cooperation with regional bus companies.

Taxi Services

Three taxicab companies have offices in the Reno-Sparks urbanized area. These include Reno-Sparks Cab Company, Whittlesea Checker Taxi, and Yellow Cab Company. Each has a contract with RTC for the taxi-voucher program.

Limousine Services

Of the numerous limousine companies that run trips into the Reno-Sparks urbanized area, the following are locally-based: Bell Limo, Executive Limousine, and Reno-Tahoe Limousine.

Assisted Living and Retirement Residences

Retirement homes in the Reno-Sparks area typically offer shuttle bus or van services that provide transportation for residents on a scheduled basis or for special events. Generally, this service is limited to certain days or times of day. Unscheduled trips are limited in availability or are unavailable. Residences with shuttle bus or van service include: Clearwater at Rancharra, Amada Senior Care, Atria Summit Ridge, Classic Residence by Hyatt, The Fountains Senior Care, The Manor at Lakeside, Odd Fellows Retirement Manor, Park Place Assisted Living, Promenade on the River, Sky Peaks Retirement Residence, and The Seasons.

Most assisted living facilities and nursing homes have vans for patient transportation, including Hearthstone of Northern Nevada, LifeCare Center of Reno, Renown Skilled Nursing, and Rosewood Rehabilitation. Regent Care Center of Reno contracts with a local cab company for ambulatory and wheelchair transportation.

RTC ACCESS provides transportation for qualified individuals at all the above facilities. Many of the staff travel to/from work on RTC RIDE.

HUMAN SERVICE AGENCY AND PRIVATE, NOT-FOR-PROFIT TRANSPORTATION SERVICES

Many human service agencies and private, not-for profit organizations offer transportation services either directly, through mileage reimbursement programs, or through referral in Washoe County. These are described below.

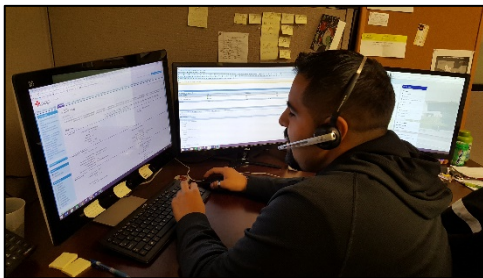
Access to Healthcare Network

Access to Healthcare Network is a private, non-profit human services organization which provides medical coverage, care management, and transportation services to clients. It is the only non-profit medical network in the United States. They offer access to over 2,000 medical providers with deep discounts on medical coverage. Low-income participants pay \$40 month. Several sub-programs are also offered, such as care management including classes for diabetes and prediabetes, and Medicare counseling.

Transportation is provided for non-emergency medical needs throughout Reno using seven vehicles and paid drivers. Service is door-to-door (rather than curb-to-curb). Prior to the Affordable Care Act (ACA), Access to Healthcare Network served 15,000 clients per month. After ACA was enacted, the need declined, and they currently serve approximately 6,000 clients per month. Most of their clients are uninsured or underinsured, and many are undocumented.

The Access to Healthcare Network call center fields approximately 4,000 calls per month. Nine government programs statewide participate in the program. Patients are taken to appointments, to pick up prescriptions, and grocery shopping. During the Covid-19 pandemic, the need for transportation greatly declined, so vehicles were used for meal delivery. Partnering with Raley's, Access to Healthcare Network obtained and delivered \$60,000 worth of food donations.

Access to Healthcare Network also provides mobility management for Northern Nevada under NDOT. They reach out to the transportation providers in each area to find out what services they provide and



match people to resources through referrals. Through the call center, they help find people either providers or sources of funding if there are no providers.



As shown in Table IV-1, the service area includes the greater Reno Metropolitan area. Service is offered from 8:00 a.m. to 5:00 p.m. Access to Healthcare Network provided 1,750 hours and 81,934 miles of service to provide 11,450 passenger trips in the past year, as shown in Table IV-2.

Funding is from multiple sources, including FTA 5310, which was used to purchase two vehicles through RTC. Foundations have donated money to purchase vans.

Neighbor Network of Northern Nevada (N4)

Neighbor Network of Northern Nevada, known as N4, is a private, non-profit human services agency, established in 2015. N4 operates four main programs:

- Time Exchange

- Volunteer Village
- N4 Connect and Community – which is a transportation program coordinated with Lyft
- Community Care – home and community-based services for those with disabilities.

N4 has been piloting N4 Connect in partnership with Lyft over the past three years, which has had multiple changes in costs, implementation strategies, etc. N4 Connect provides Lyft services 24 hours per day, seven days per week. Non-emergency Medical Trips (NMTs) are provided any day or time through the Community Care program based on each person's individual needs.

NMT rides are funded by Medicaid through N4's state contracts. Lyft rides require a 50 percent rider copay. Lyft concierge service has a \$5 service fee for \$80 ride vouchers and \$10 service fee for \$160 ride vouchers. Some Lyft rides are free for people participating in various special projects.

The program has been funded through various grants over the years, as well as revenue from contracts and donations. N4's fiscal year is the calendar year and the annual operating cost is approximately \$550,000.



N4 has purchased WAV, a new coordinated transit system software, and received a lift-equipped AWD Ford Transit to help address WC requests, which are not easily accommodated through Lyft. The new purchase is funded by FTA 5310. N4 is seeking to create a call center for rural transportation services to supplement local transportation resources.

United Cerebral Palsy of Nevada

United Cerebral Palsy of Nevada (UCPNV) provides independent living education and vocational training for those living with intellectual and neuromuscular disabilities. In addition, the organization coordinates limited transportation to various social and recreational activities such as day trips to the park, library, restaurants, and stores using four minivans. Two of the minivans were funded through FTA 5310.



Sanford Center for Aging – Senior Outreach Services (SOS)



The Sanford Center for Aging operates from the University of Nevada, Reno Campus. The Senior Outreach Services (SOS) include a myriad of support services for seniors and disabled persons in the Reno/Sparks area. Transportation is one such service, provided through a robust volunteer driver and mileage reimbursement program. With a roster of 134 volunteers, clients are matched with volunteer drivers who receive a reimbursement of \$0.45 per mile with a monthly cap of \$100 to ensure service is dispersed among those who need it. Many volunteers do not accept the reimbursement and provide the service free of charge. The Sanford Center for Aging received operational funding through FTA 5310.

Seniors in Service (SIS)

Seniors in Service is a private, not-for-profit organization which operates several programs to support seniors, including the Senior Companion Program of Northern Nevada, Foster Grandparent Program of Northern Nevada, and Seniors in Service Respite program. Transportation is supported through a mileage reimbursement program using volunteers, and administered under the umbrella of the organization. Volunteers are reimbursed at \$0.44 per mile. A total of 272,727 miles were provided in 2019. Typically, there are 328 clients receiving transportation each month with a waiting list of 120 people. Seniors in Service received operational funding through FTA 5310.



Washoe County Human Services Agency

The Washoe County Human Services Agency (HSA) provides transportation services using two vehicles. One of the vehicles is located in Gerlach and provides transportation into Reno once or twice per week, serving a total of 40 passengers annually.

The Washoe County HSA also passes through sales tax funds to the Incline Village General Improvement District to support their senior transportation program. This program provides several scheduled trips weekly, plus on-demand service. Additionally, fares support this program.

Within Reno, the HSA started a new program as of January 2020, but it was stopped due to Covid-19. The program is intended to provide trips outside of the usual transportation available for medical needs or case work. In the short time the program was operating, it served 40 passengers per month, and is currently funded under the FTA 5310 program.

TRANSPORTATION INFORMATION AND REFERRAL SERVICES

Information on transportation resources is provided through several organizations and agencies, as described below.

Nevada 2-1-1

Nevada 2-1-1 is the State of Nevada's most comprehensive, free connection to critical health and human services. Information about local community service is available in a single statewide location that can be accessed via voice, text and online.

Launched in February 2006, Nevada 2-1-1 is a statewide partnership that is led by the State of Nevada, United Way of Southern Nevada, United Way of Northern Nevada and the Sierra, Crisis Call Center, and HELP of Southern Nevada. The goal of this partnership is to connect any and all Nevadans to vital health and human resources and to eliminate the confusion and frustration of knowing where to turn in a time of need.

Nevada 2-1-1 has information about:

- Basic human needs resources (food, clothing, shelter, temporary financial assistance, transportation).
- Physical and mental health resources (crisis intervention, prenatal care, support groups, counseling, drug and alcohol intervention, rehabilitation, children's health insurance programs).

- Financial stability (EITC, WIC, credit counseling, food stamps, rent and utility assistance, unemployment benefits, job training, education programs).
- Support for older Americans and persons with disabilities (home health care, adult day care, congregate meals, Meals on Wheels, respite care, transportation, homemaker services).
- Support for children, youth and families (childcare, after-school programs, family resource centers, recreation, mentoring, tutoring, literacy programs, and protective services).
- Volunteer opportunities and donations (support Nevada’s local organizations).
- Support during a community crisis and disaster recovery.



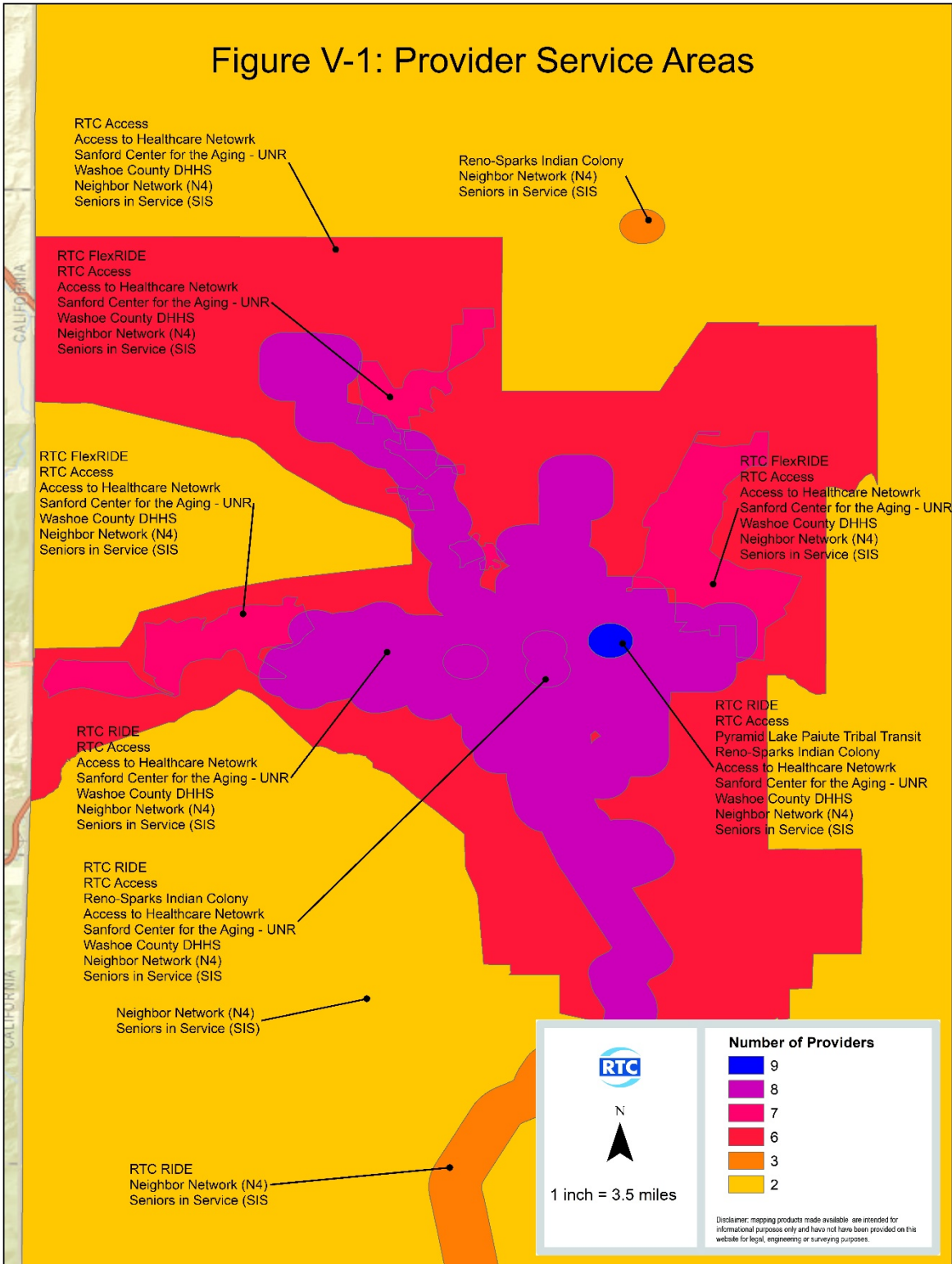
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IDENTIFIED SERVICE DUPLICATIONS

As described in Chapter IV, the Regional Transportation Commission (RTC) operates a variety of services in Reno, Sparks, and Washoe County. Tribal transportation services, including Pyramid Lake Paiute Tribal Transit (PLPT) as well as transportation services provided by the Reno-Sparks Indian Colony (RSIC) also serve Reno and Sparks. Additionally, PLPT serves Nixon and Fernley. Access to Healthcare Network, Neighbor Network of Northern Nevada, and the Sanford Center for Aging provide service in the Reno metropolitan area. Washoe County DHHS provides service in the Reno area, as well as Gerlach and Incline Village. Seniors in Service provides service throughout Washoe County using FTA 5310 funds, as well as outside Washoe County using other funding sources.

There are some service duplications in Washoe County, specifically in and around Reno, due to the geographical areas served and the number of agencies providing service. Figure V-1 illustrates the service areas and various service duplications in Washoe County. Duplication of service is not always recognized as many programs are established to meet specific unmet needs. The programs often end up serving the same areas, but different clients. This leads to duplication of service with opportunities to improve efficiency. Coordination strategies will be explored to determine opportunities to improve efficiency of service delivery and potentially meet some of the gaps in service.

Figure V-1: Provider Service Areas





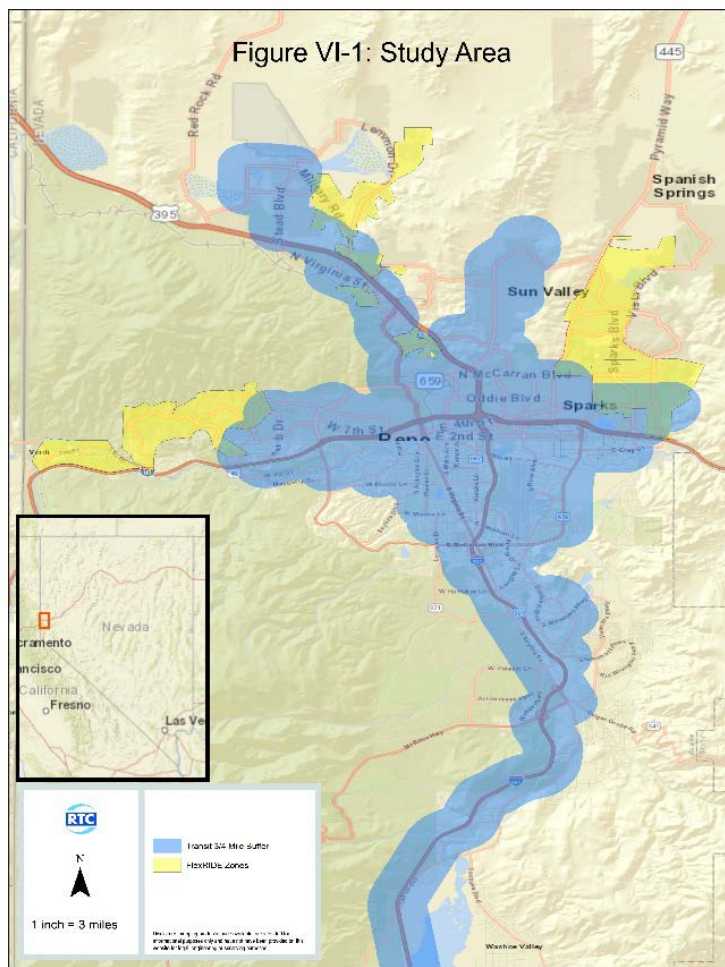
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INTRODUCTION

Chapter VI presents the community conditions, demographics, and major employers for the area around Reno, and Washoe County, Nevada. Where appropriate, figures and tables are used for illustration.

Washoe County is located in western Nevada on the Nevada-California border. Lake Tahoe is in the southwestern corner of the county and there are several ski resorts and Washoe Lake State Park in the area. Pyramid Lake is to the northeast of Reno and is surrounded by the Pyramid Lake Paiute Reservation. In the northern portion of the county there are several wilderness areas and here the county shares a border with Oregon. Major corridors include Interstate 80 and Interstate 580 which intersect in Reno.

The demographic analysis was done by tract, which is a census-defined boundary. These boundaries do not necessarily denote neighborhoods or communities, but rather act as a standardized means for analysis. The study area with the Regional Transportation Commission (RTC) of Washoe County's service area is shown in Figure VI-1.



DEMOGRAPHIC CHARACTERISTICS

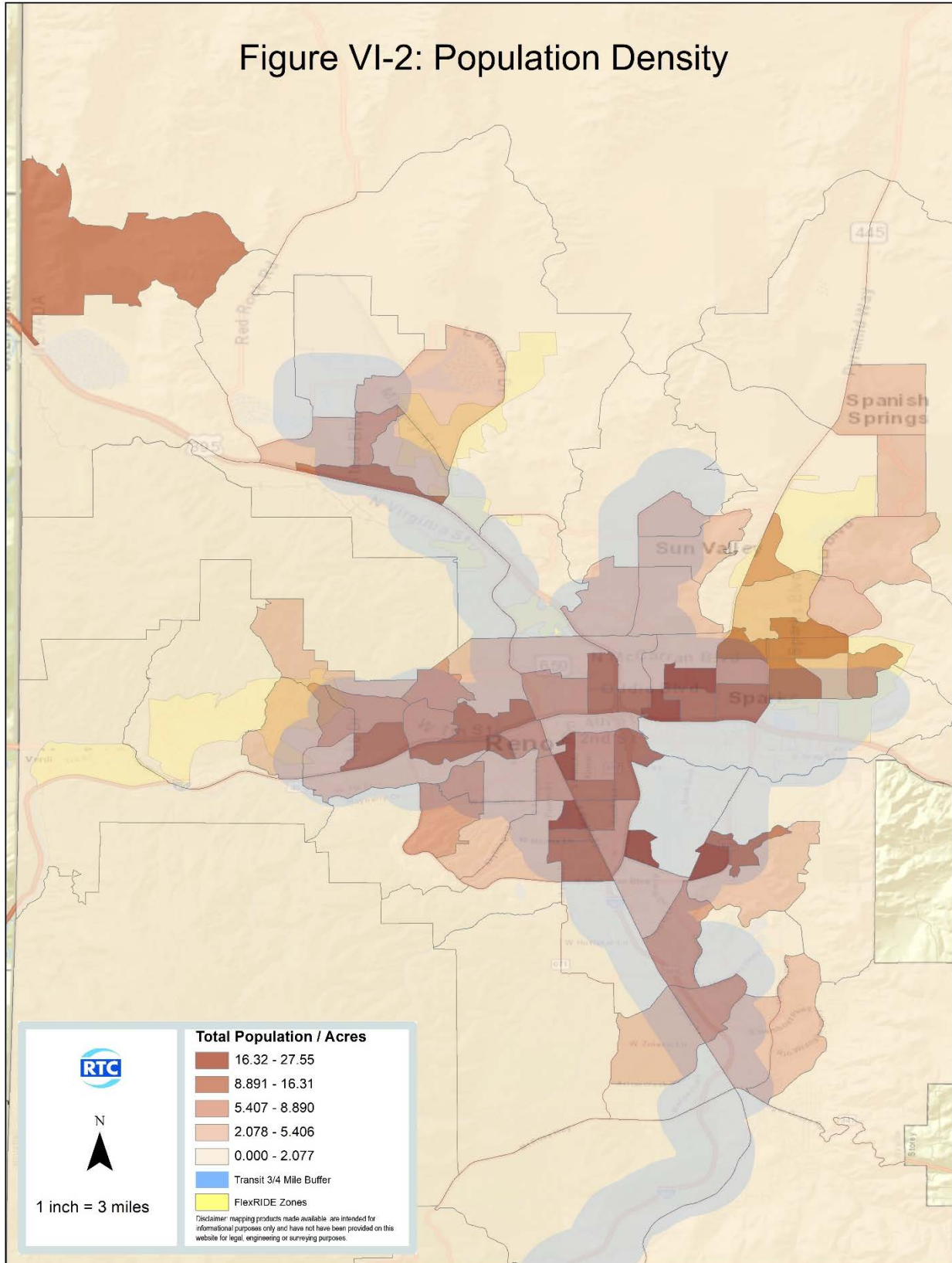
Demographics

Unless noted otherwise, all data listed in this chapter are from the 2014-2018 U.S. Census American Community Survey (2018 ACS) five-year estimates. According to the 2018 ACS, the total population of Washoe county is 450,486.

Population Density

Population density is used to determine where population is concentrated. The size of the census tracts can skew the location of population concentrations. Transit is generally more successful in areas with greater concentrations of population. As shown in Figure VI-2, the population is mainly along the RTC Transit service area with higher pockets in Cold Springs to the northwest and Spanish Springs to the northeast.

Figure VI-2: Population Density



Transit-Dependent Population Characteristics

This section provides information on the individuals considered by the transportation profession to be dependent upon public transit. The four types of limitations that preclude people from driving are physical limitations, financial limitations, legal limitations, and self-imposed limitations. Physical limitations may include permanent disabilities (i.e., frailty, blindness, paralysis, or developmental disabilities) to temporary disabilities (i.e., acute illnesses and head injuries). Financial limitations include people who are unable to purchase or rent a vehicle. Legal limitations include being too young to drive or having no driver's license. Self-imposed limitations refer to people who choose not to own or drive a vehicle (some or all of the time) for reasons other than those listed in the first three categories.

The Census is generally capable of providing information about the first three categories of limitation. The fourth category of limitation represents a relatively small portion of transit ridership in areas with low density. Table VI-1 presents Washoe County's statistics regarding transportation dependent populations.

Table VI 1: Estimated Population Characteristics Washoe County

Census Tract	Total Population	Acres	Total Households	Zero Vehicle Households		Population (65 and Over)		Ambulatory Disabled Population		Low Income Population	
				#	%	#	%	#	%	#	%
1.01	3,121	353	2,149	635	30%	702	22%	366	12%	784	25%
1.02	2,965	617	1,670	819	49%	558	19%	434	15%	1,172	40%
2.01	2,936	266	1,474	119	8%	825	28%	406	14%	301	10%
2.02	4,628	204	2,025	462	23%	401	9%	705	15%	1,058	23%
3	3,100	376	1,569	215	14%	435	14%	388	13%	490	16%
4	3,139	751	1,416	38	3%	656	21%	243	8%	96	3%
7	3,688	562	1,414	7	0%	885	24%	463	13%	179	5%
9	3,111	296	1,280	8	1%	837	27%	303	10%	236	8%
10.05	6,019	611	2,564	54	2%	1,770	29%	894	15%	480	8%
10.08	2,458	151	1,186	8	1%	739	30%	203	8%	72	3%
10.09	4,658	169	2,141	285	13%	1,546	33%	820	18%	145	3%
10.10	2,875	1,384	1,352	39	3%	672	23%	237	8%	184	6%
10.11	5,346	1,852	2,187	56	3%	1,634	31%	803	15%	329	6%
10.12	4,669	2,679	1,916	30	2%	1,195	26%	561	12%	114	2%
10.13	3,874	9,781	1,667	37	2%	1,101	28%	567	15%	125	3%
10.14	2,677	1,829	1,405	56	4%	376	14%	294	11%	311	12%
10.15	5,264	1,282	2,523	400	16%	462	9%	848	16%	1,250	24%
11.01	3,541	398	1,413	110	8%	598	17%	455	13%	521	15%
11.03	3,195	2,940	1,275	110	9%	255	8%	199	6%	914	29%
11.04	5,021	987	1,845	67	4%	629	13%	485	10%	1,078	21%
11.05	6,455	1,028	2,067	503	24%	486	8%	569	9%	1,467	23%
12.01	3,931	1,137	1,323	97	7%	249	6%	436	11%	1,354	34%
12.02	5,688	512	2,220	206	9%	802	14%	928	16%	1,057	19%
13	3,826	393	1,132	291	26%	431	11%	795	21%	1,260	33%
14	3,194	247	1,214	260	21%	530	17%	594	19%	675	21%
15.01	4,526	909	2,025	319	16%	503	11%	764	17%	1,051	23%
15.02	5,179	757	2,360	565	24%	782	15%	797	15%	1,274	25%
17.01	3,395	322	1,252	254	20%	318	9%	629	19%	862	25%
17.02	2,877	634	1,574	525	33%	367	13%	464	16%	701	24%
18.01	2,698	220	1,144	11	1%	651	24%	349	13%	126	5%
18.02	2,846	206	1,374	55	4%	786	28%	306	11%	125	4%
19.01	5,024	260	2,178	137	6%	597	12%	820	16%	355	7%
19.02	3,624	388	1,220	34	3%	741	20%	561	15%	509	14%
21.03	1,906	5,838	679	178	26%	285	15%	361	19%	483	25%
21.04	4,914	1,928	1,971	193	10%	373	8%	813	17%	732	15%
21.05	5,035	399	2,320	189	8%	419	8%	473	9%	757	15%
21.06	7,840	294	3,217	27	1%	1,276	16%	1,117	14%	683	9%
21.07	5,639	555	1,928	50	3%	716	13%	764	14%	209	4%
22.04	2,669	998	1,376	102	7%	659	25%	235	9%	94	4%
22.05	7,249	1,165	2,458	18	1%	611	8%	1,198	17%	163	2%
22.06	3,080	2,031	1,112	12	1%	660	21%	468	15%	85	3%
22.07	3,785	1,342	1,290	236	18%	275	7%	651	17%	636	17%
22.08	4,980	802	1,654	244	15%	365	7%	658	13%	1,703	34%
22.09	6,167	1,734	2,670	0	0%	2,068	34%	893	14%	115	2%
22.10	2,189	8,158	996	0	0%	448	20%	319	15%	117	5%
22.11	3,890	473	1,484	48	3%	631	16%	427	11%	513	13%
22.12	5,230	253	1,964	95	5%	758	14%	770	15%	859	16%
23.01	4,069	6,560	1,633	47	3%	417	10%	424	10%	544	13%
23.02	3,246	10,448	1,187	10	1%	404	12%	463	14%	86	3%
24.01	4,759	569	1,702	18	1%	596	13%	558	12%	129	3%
24.06	4,029	545	1,939	55	3%	426	11%	538	13%	455	11%
24.07	4,410	558	1,723	13	1%	481	11%	575	13%	570	13%
24.08	2,748	485	868	25	3%	351	13%	316	11%	210	8%
24.09	4,860	1,567	2,083	37	2%	546	11%	604	12%	774	16%

Table VI 1: Estimated Population Characteristics Washoe County (cont.)

Census Tract	Total Population	Acres	Total Households	Zero Vehicle Households		Population (65 and Over)		Ambulatory Disabled Population		Low Income Population	
				#	%	#	%	#	%	#	%
24.10	1,649	425	555	0	0%	322	20%	186	11%	58	4%
24.11	5,611	600	1,899	49	3%	421	8%	817	15%	433	8%
24.12	6,372	1,530	1,680	53	3%	367	6%	819	13%	1,711	27%
25	4,209	1,224	1,473	49	3%	578	14%	563	13%	345	8%
26.03	5,693	3,293	1,925	8	0%	447	8%	768	13%	329	6%
26.10	3,755	1,020	1,449	159	11%	267	7%	646	17%	298	8%
26.11	3,841	1,514	1,290	28	2%	400	10%	384	10%	304	8%
26.12	5,566	7,776	1,820	16	1%	332	6%	920	17%	554	10%
26.13	7,129	605	1,887	36	2%	608	9%	1,066	15%	745	10%
26.14	5,773	593	2,134	16	1%	1,148	20%	615	11%	183	3%
26.15	5,579	1,081	2,122	76	4%	610	11%	837	15%	908	16%
26.16	2,812	435	1,002	11	1%	309	11%	337	12%	787	28%
26.17	4,833	2,582	1,705	94	6%	491	10%	719	15%	854	18%
26.18	5,094	18,391	1,534	25	2%	586	12%	795	16%	971	19%
26.19	4,974	5,144	1,582	90	6%	477	10%	989	20%	656	13%
27.03	4,774	1,258	1,549	85	5%	591	12%	690	14%	648	14%
27.04	4,689	1,337	1,652	114	7%	532	11%	744	16%	787	17%
27.05	5,882	5,928	1,918	64	3%	636	11%	1,109	19%	772	13%
27.06	3,653	676	1,228	51	4%	582	16%	677	19%	172	5%
27.07	4,145	1,189	1,411	58	4%	596	14%	736	18%	235	6%
28.01	3,538	806	2,178	154	7%	498	14%	220	6%	458	13%
28.02	6,911	355	2,801	232	8%	1,130	16%	1,164	17%	1,781	26%
29.01	4,045	348	2,157	273	13%	682	17%	565	14%	661	16%
29.02	2,384	394	945	12	1%	427	18%	311	13%	182	8%
30	7,324	560	2,686	102	4%	1,085	15%	854	12%	341	5%
31.01	3,364	5,305	1,131	9	1%	501	15%	414	12%	117	3%
31.05	3,501	286	1,495	19	1%	1,059	30%	459	13%	122	3%
31.06	5,355	543	2,192	128	6%	956	18%	859	16%	80	1%
31.08	5,633	504	2,425	36	1%	1,239	22%	576	10%	441	8%
31.09	4,726	538	1,870	30	2%	1,035	22%	577	12%	274	6%
31.10	2,277	448	1,044	11	1%	791	35%	210	9%	181	8%
32.02	1,120	30,531	483	0	0%	183	16%	119	11%	199	18%
32.03	1,800	10,361	683	26	4%	276	15%	188	10%	316	18%
32.04	1,246	32,808	518	12	2%	235	19%	55	4%	150	12%
33.05	2,149	363	1,009	22	2%	820	38%	156	7%	75	3%
33.06	2,305	303	1,112	10	1%	688	30%	204	9%	120	5%
33.07	3,905	492	1,614	50	3%	651	17%	465	12%	469	12%
33.08	4,452	4,501	1,700	9	1%	576	13%	569	13%	296	7%
33.09	7,242	9,960	2,662	76	3%	1,006	14%	1,056	15%	411	6%
35.01	4,499	3,257,973	1,588	27	2%	856	19%	502	11%	96	2%
35.03	3,397	5,125	1,301	0	0%	488	14%	374	11%	176	5%
35.04	6,209	6,861	2,335	0	0%	491	8%	831	13%	392	6%
35.07	3,564	878	1,338	35	3%	321	9%	465	13%	567	16%
35.08	5,634	1,145	2,101	37	2%	1,063	19%	788	14%	169	3%
35.09	5,241	2,763	2,014	132	7%	1,057	20%	679	13%	332	6%
35.10	2,768	472	1,269	20	2%	305	11%	413	15%	99	4%
35.11	2,942	1,139	1,100	18	2%	567	19%	350	12%	213	7%
35.12	7,891	1,930	2,608	14	1%	1,413	18%	1,254	16%	241	3%
35.13	5,025	3,093	2,596	165	6%	1,099	22%	560	11%	531	11%
35.14	5,224	1,755	2,577	432	17%	754	14%	875	17%	761	15%
35.15	4,936	25,743	1,902	464	24%	733	15%	893	18%	1,315	27%
9402	1,499	347,745	575	40	7%	241	16%	279	19%	283	19%
9800	105	2,545	0	0	0%	9	9%	0	0%	0	0%
Totals	450,486	3,896,375	177,632	12,086	7%	69,819	15%	62,012	14%	54,171	12%

Source: US Census Bureau, American Community Survey - 2018, LSC 2020. Note: Tracts with zero population were omitted from this table.



Older-Adult Population

The older-adult population, defined by the U.S. Census Bureau as people 65 years of age or older, represents a significant number of the national transit-dependent population and represents 15.5 percent of the total population in Washoe County. According to a recent AARP study ([AARP Loneliness Survey](#)) one in three adults over the age of 45 are lonely. Access to transit can help people attend social activities. Locally, Smile Project is a new organization aiming to help seniors connect with each other and live happy, healthy lives. They received grant funding from the Robert Wood Johnson Foundation and their BUILD Health Challenge funding opportunity to address elder suicide and loneliness in the community. As shown in Figure VI-3, the density of older adults is mainly centered in Reno and the RTC Transit service area covers most of the areas of higher density. Cold Springs, the area south of Spanish Springs, and an area to the southeast all fall outside of the service area but have somewhat higher densities of older adults.

Population of Persons with an Ambulatory Disability

An individual is classified as having an “ambulatory disability” if they have serious difficulty walking or climbing stairs. Approximately 13.8 percent of the population in Washoe County has some type of ambulatory disability. As shown in Figure VI-4, the areas with the highest density of persons with an ambulatory disability are mostly within the RTC Transit service area. Cold Springs shows a high density but is outside of the service area, as is Spanish Springs, the area to the south of Spanish Springs and east of Sun Valley, and the area to the southeast of the service area, with a medium density of persons with an ambulatory disability.

Low-Income Population

Low-income population, as defined by the FTA, includes persons whose household income is at or below the Department of Health and Human Services’ poverty guidelines. The low-income population listed in the tables and GIS maps includes people who are living below the poverty line using the Census Bureau’s poverty threshold. Approximately 12 percent of the population of Washoe County are considered low income. As shown in Figure VI-5, the areas with the highest density are mainly inside the RTC Transit service area with Cold Springs, Spanish Springs, and an area to the southwest of Reno falling outside the service area.

Zero-Vehicle Households

Individuals residing in zero-vehicle households are generally transit-dependent, as they do not have access to a private vehicle. Approximately 6.8 percent of households in Washoe County reported having no vehicle available for use. The density of zero-vehicle households for the study area is shown in Figure VI-6. The ranges for the density of zero-vehicle households are quite low due to the size of the tracts, combined with the small number of zero-vehicle households in the study area. The areas with the highest density all fall within the RTC Transit service area except for Spanish Springs.

Figure VI-3: Density of Older Adults

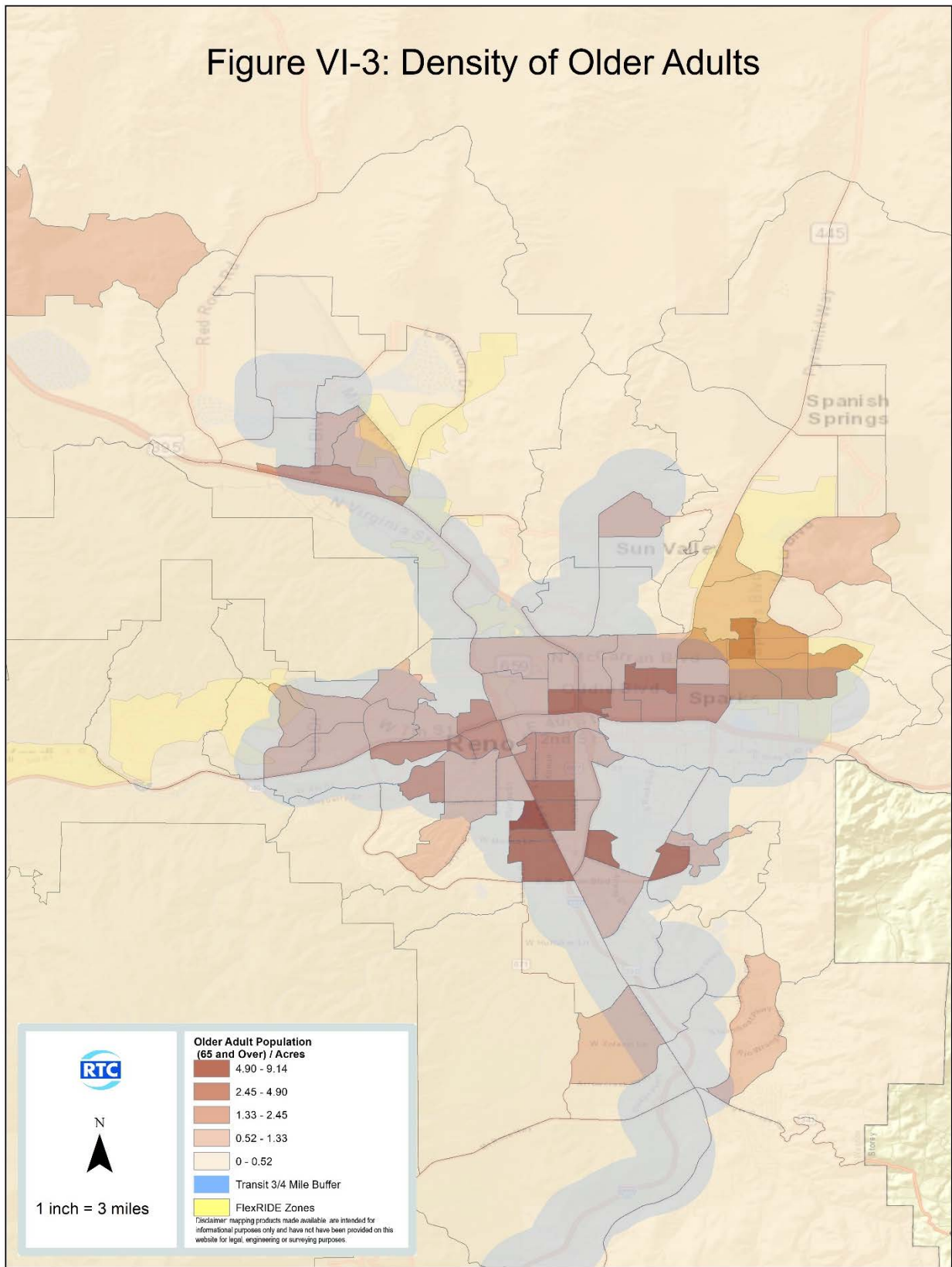


Figure VI-4: Density of Low-Income Persons

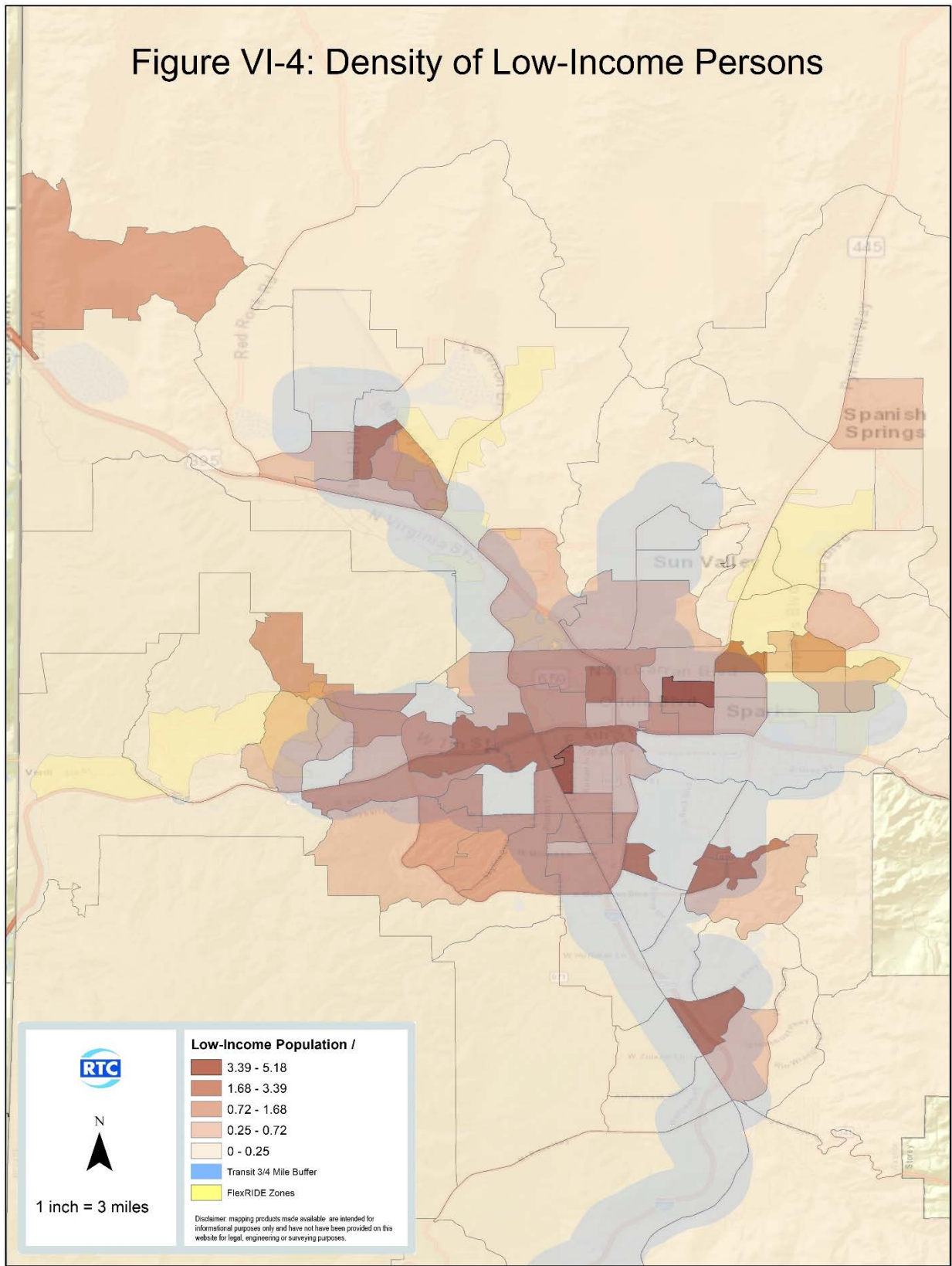


Figure VI-5: Density of Persons with an Ambulatory Disability

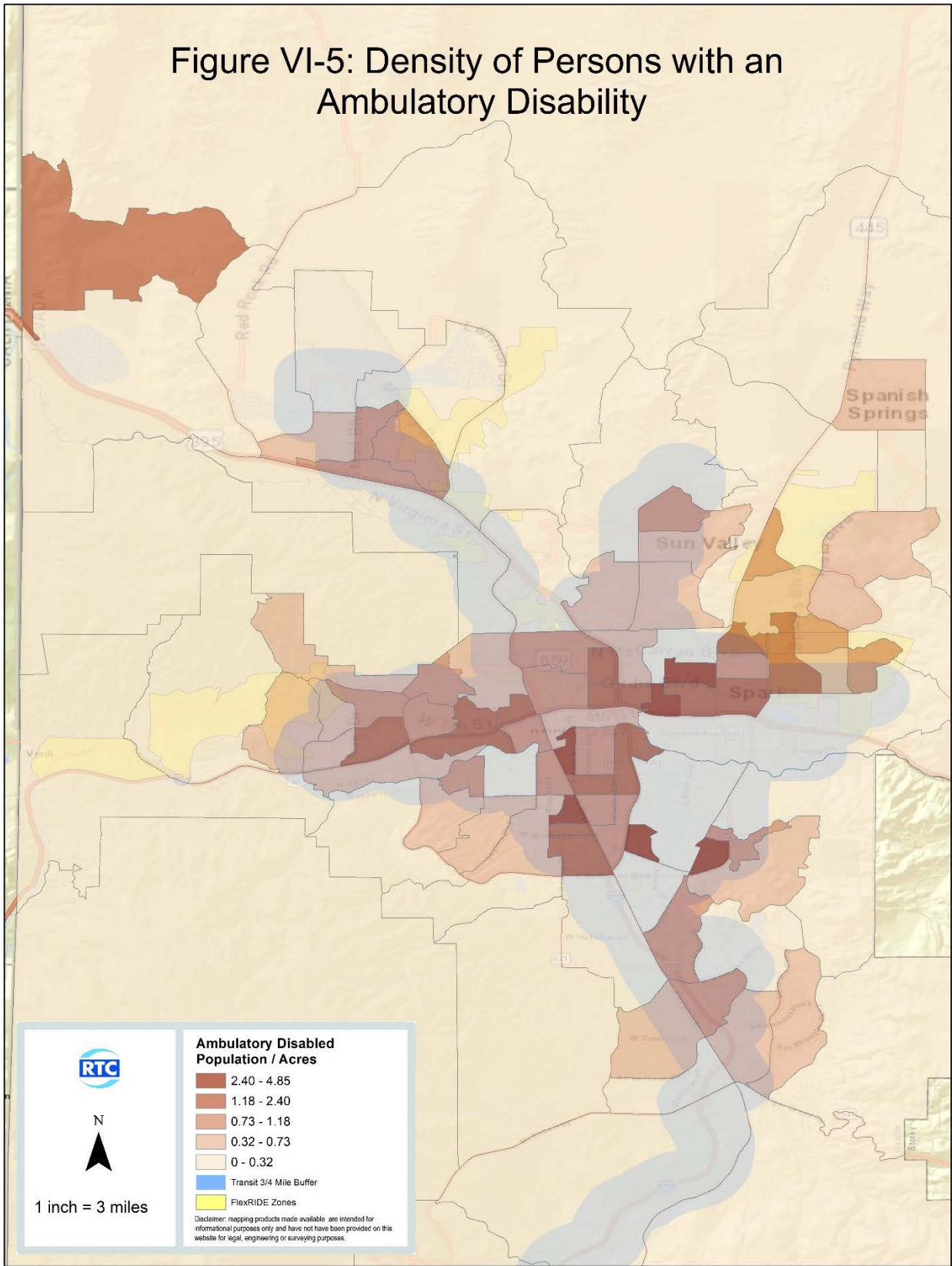
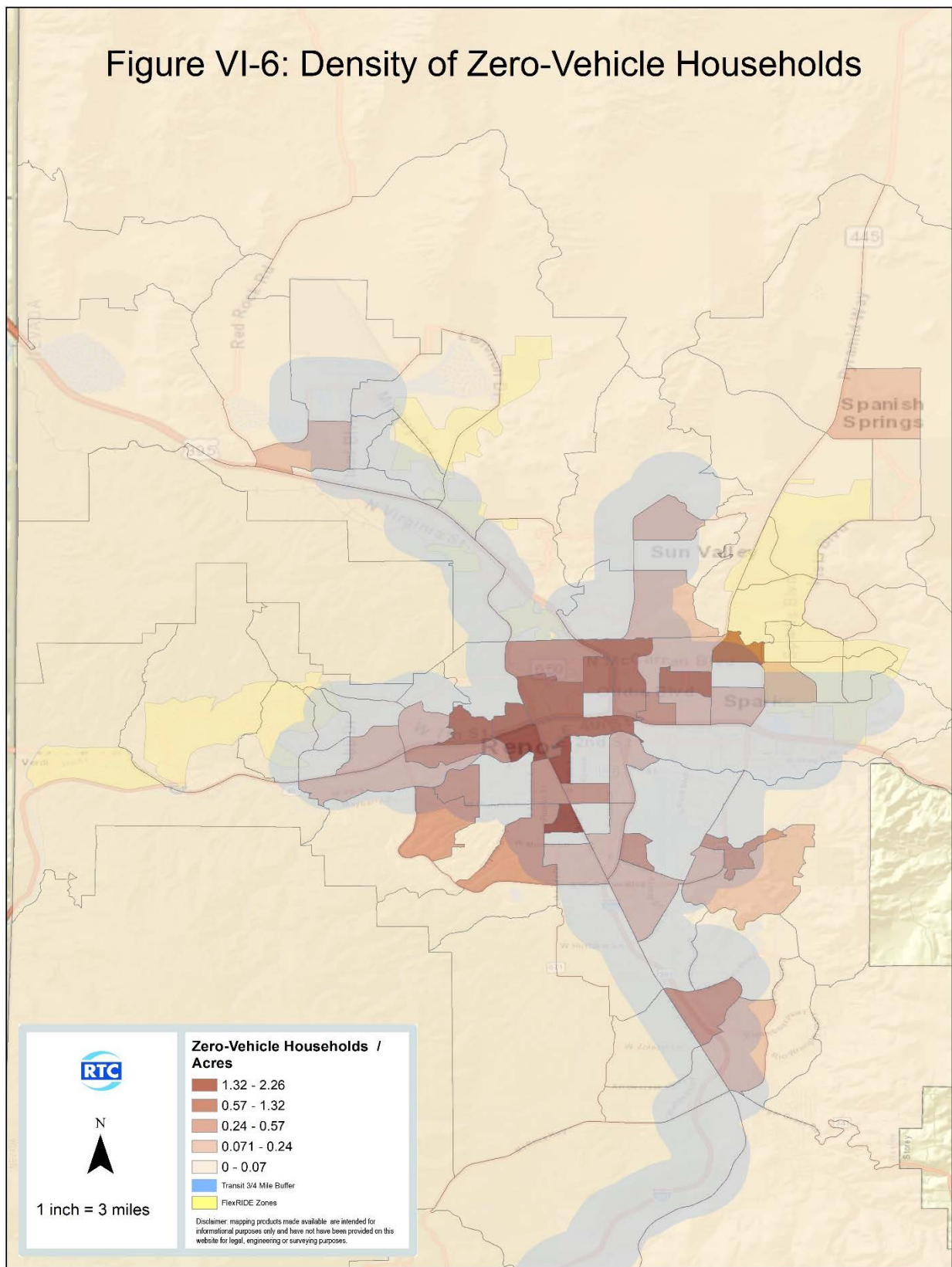


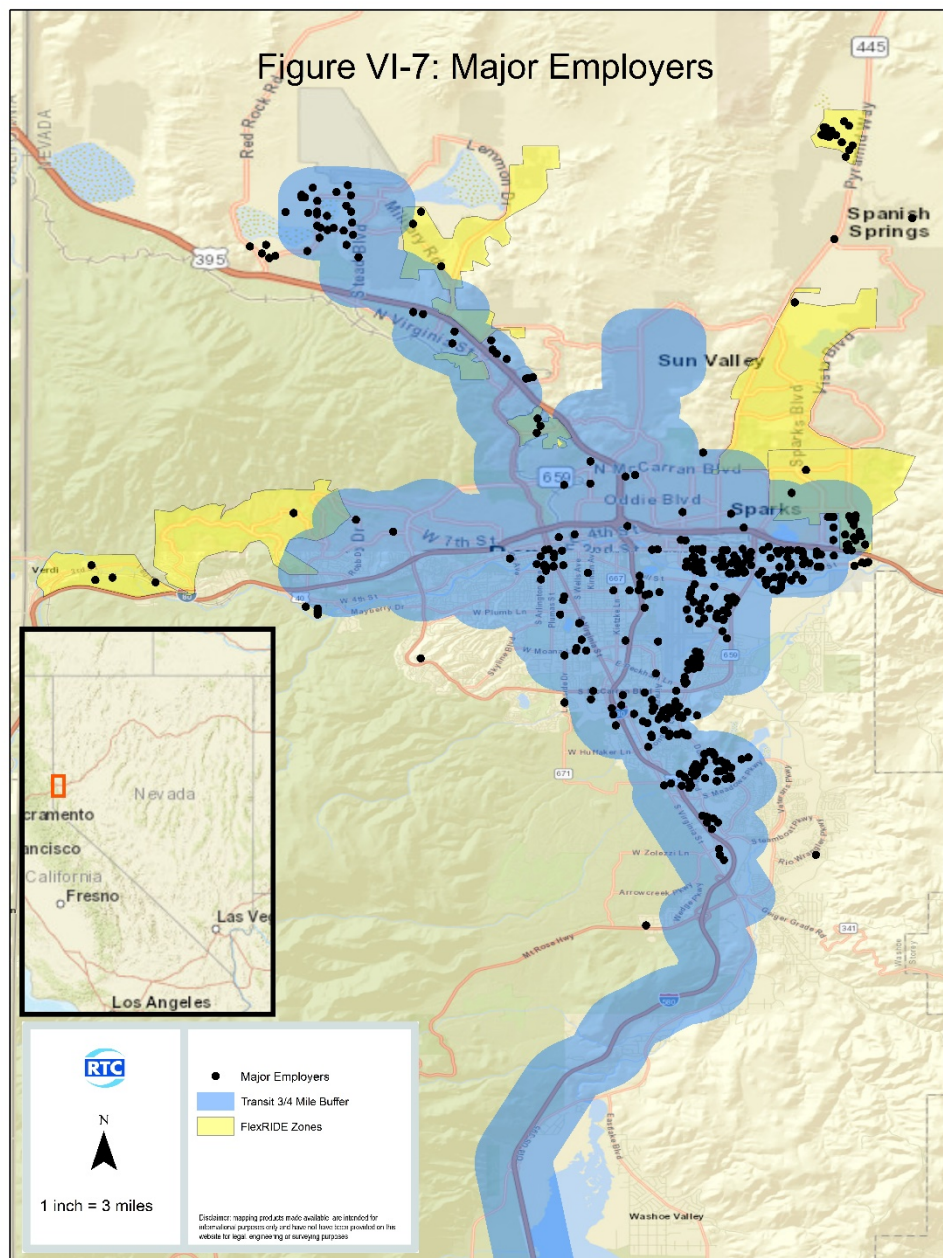
Figure VI-6: Density of Zero-Vehicle Households



COMMUNITY ECONOMIC CHARACTERISTICS

Major Employers and Activity Centers

Major transit activity centers are important in terms of land use, trip generation, and the ability to be served by public transit. Activity centers are locations that are typically shown to generate transit trips because they are prime origins or prime destinations, and they generally include a wide variety of land uses including shopping/retail areas, and commercial, hospital, or education centers. There is no set formula that is used to derive a list of activity centers, as the process is subjective. As shown in Figure VI-7 there are a few major employers that are not within the RTC Transit service area. Major employers outside the service area include clusters of logistics and distribution centers as well as manufacturing facilities north of Spanish Springs, off of US Highway 40 to the west of Reno, and both west and east of the North Valleys area. For a complete list of employers shown in Figure VI-7, see Appendix C.





Chapter VII: Assessment of Transportation Needs

Estimating the needs for specialized transportation requires multiple approaches. Estimates are based on the demand for transportation for individuals with some type of disability, for seniors, and for participants in human service programs. Data were taken from the 2014-2018 U.S. Census American Community Survey (2018 ACS) five-year estimates.

ADA PARATRANSIT SERVICE MODEL

The Transit Cooperative Research Program (TCRP) Report 119 developed a methodology for estimating demand for ADA paratransit services. The model is based on total population, percentage of population below the poverty level, and whether conditional eligibility is used by the local transit system. Table VII-1 illustrates the range of estimates with the high estimate being about 246,000 rides per year. This compares with about 271,300 current RTC ACCESS annual trips.

	Input Values	
ADA service area population (2000 Census)	450,486	
Base fare for ADA paratransit (Dollars)	\$3.00	
Percent of applicants for ADA paratransit eligibility found conditionally eligible	15.0	
Conditional trip determination	1	
Percent of the population in the ADA service area in households with 1999-2000 income below the poverty line	12.0	
Effective on-time window for ADA paratransit (minutes)	20	
	Results	
Predicted Annual Ridership per Capita	0.30	
Predicted Annual Ridership	133,830	
Confidence Intervals for Mean Value for Systems with the Characteristics Entered		
	Trips per Capita	Annual Ridership
Upper 95% confidence limit	0.55	245,906
Upper 90% confidence limit	0.49	221,473
Lower 90% confidence limit	0.18	80,869
Lower 95% confidence limit	0.16	72,834

SENIOR TRANSPORTATION NEEDS

Senior transportation needs are more difficult to quantify as many seniors remain independent and continue to provide their own transportation as they age. A continuing trend is for seniors to remain more active, healthy, and independent as they age so that even as the senior population is increasing, the need for transportation is not increasing at a similar rate. Other research has shown that the best demographic indicator of the need for transportation is the lack of a private automobile. It has been shown that this is a much stronger indicator of the need for transportation services than income level or age. To estimate the senior population with a need for transportation, the number of seniors age 65 or older who have some type of disability was used. As these seniors remain more active, a higher trip rate was used with the estimate being 138 one-way trips per person per year. With a senior population

with a disability of 4,590 needing transportation and a trip rate of 138 trips per person, the total annual demand would be about 633,000. Many of these trips will be served by individuals who continue to provide their own transportation, family members, friends, and use of RTC services.

We also looked at the senior population (age 65 and older) living in households where at least one resident is 65 or older and they have no cars. The estimated senior population living in zero-vehicle households is about 6,900. This number is higher than the number of seniors with a disability, and serves as another indicator of the number of seniors who need transportation. Using the same trip rate as used for seniors with a disability, the annual demand would be a little under 950,000. While some of these trips are currently being met by available resources, there is a significant level of unmet need using either of these approaches.

The community survey responses, although not a statistically random sample, provide information about the transportation activities of those responding to the questionnaire. Almost half of all respondents (48 percent) said that they have needed a ride but did not have one, particularly for shopping trips or to/from medical appointments.



TRANSPORTATION
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As part of the initial community engagement, a series of stakeholder interviews and presentations were conducted to introduce the plan to the community, as well as to solicit feedback on community transportation needs and priorities. Through the stakeholder interviews, as well as meetings with RTC staff and the community transportation survey, several common themes emerged.

UNMET TRANSPORTATION NEEDS

Identified unmet transportation needs included:

- Lack of Affordable Transportation
 - Respondents from the community transportation survey listed “too expensive” as the most frequent response for what issues deter them from using RTC services, taxis/Uber/Lyft, and other services (42 percent of respondents).
- Need for Door-to-Door or Door-through-Door Service
 - With specialized transportation, passengers often need additional assistance getting to and from the vehicle and often require door-to-door or door-through-door service, rather than curb-to-curb service. Approximately 36 percent of survey respondents said that they live near a bus stop, but have a mobility limitation that limits their ability to walk to a bus stop and/or board a vehicle without assistance.
- Limited Service Area
 - Approximately 40 percent of respondents from the community transportation survey indicated that it is too far to walk to access service as an issue deterring them from using RTC services, taxis/Uber/Lyft, and other services.
- Lack of Wheelchair Accessible Vehicles
 - Ten percent of respondents from the community transportation survey indicated that wheelchair accessible vehicles are not available when they need them as an issue deterring them from using taxis/Uber/Lyft and other transportation services. All RTC vehicles are wheelchair accessible.
- Advanced Reservation Requirements
 - RTC ACCESS requires trip reservations one to three days in advance which requires riders to plan all necessary trips in advance and makes it challenging when last minute transportation needs arise.
- Limited service hours (need for 24/7 service)

COORDINATION ISSUES

In addition, several coordination issues were identified, including:

- Lack of information about services
 - Residents of Washoe County may not be aware of all of the different transportation resources available to them. A centralized hub, providing full details about these resources, would be beneficial to those needing transportation.

- Difficulty matching resources with needs of the passenger
- Agencies are focused on their own clients and services
 - Duplication of transportation service is not always recognized as many programs are established to meet specific unmet needs. The programs often end up serving the same areas, but different clients. This leads to duplication of service with opportunities to improve efficiency. Coordination strategies will be explored in Chapter V in order to determine opportunities to improve efficiency of service delivery and potentially meet some of the gaps in service.

COMPARISON TO 2015 CTP

The 2015 Coordinated Transportation Plan identified a number of client services transportation gaps through discussions in public meetings and from other sources. These gaps included:

- Need for affordable housing projects to be located near existing transit routes.
- Need for job placement agencies to place clients at job sites near existing transit routes.
- Human service agencies noted the need for vans (including wheelchair-accessible) to transport their clients and funds for vehicle maintenance.
- More shopper shuttle service for senior citizens.
- More volunteer drivers for agencies such as RSVP and Senior Companion.
- Need for insurance coverage and transportation cost funding for caregivers to transport their clients to medical and other appointments.
- Transportation for children of low-income families to various programs so the parents could work.
- Subsidized bus passes and other transportation for ex-prisoners trying to re-enter society and for their families.
- Subsidized bus passes for low-income families.
- Fixed-route service to a new facility being built by a sheltered workshop at a location not served by transit.
- One-stop-shop information resource directory and knowledge of its existence.
- Lack of transportation for locations outside the RTC RIDE and RTC ACCESS paratransit service areas, particularly Sun Valley, Cold Springs, Spanish Springs, Virginia Foothills and Washoe Valley.
- One-day advance reservation requirement of RTC ACCESS (to maintain ADA compliance) makes it difficult to reach a doctor for a same-day appointment.
- Some people are too frail to use the RTC ACCESS door-to-door service and require greater assistance to and from their destinations.
- Lack of service for RTC RIDE and INTERCITY for early morning, late evening, weekend and holiday hours.
- Long travel times on RTC RIDE and INTERCITY services, especially if there is a need to transfer.
- Expensive transit and paratransit fares.
- Bus stops that are too far from destinations and/or have poor physical access.

- Lack of awareness of RTC ACCESS, WSR and shopping routes.
- Need for greater driver sensitivity training on RTC RIDE.

Upon comparison, many of the issues raised by the public as part of the 2015 CTP still remain, including:

- Affordability of transportation
- Expanded service area boundaries and service hours
- Need for additional help to/from the vehicle
- Reservation requirements
- Need for a centralized information directory



TRANSPORTATION
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INTRODUCTION

Building upon the positive coordination efforts recognized by stakeholders in Chapter II, this chapter identifies specific strategies to enhance coordination and improve transportation services based on the unmet needs and key findings described in the previous chapters. This chapter provides a description and evaluation of each potential strategy. Recommendations for strategies to be implemented are presented in Chapter VI.

LOCAL COORDINATING COUNCIL

Having a forum in which to discuss mobility issues, whether they are barriers, improvements, or observations, is vital to the continued development of a coordinated network of transportation services. A Local Coordinating Council (LCC) provides a forum for discussion of issues related to coordination of services, sharing of information about available services, and an opportunity for key stakeholders to provide input to prioritize for coordinated transportation services. Once in place, the group can assign tasks to members, and work toward implementing the strategies and services recommended in this plan.

The LCC should establish annual goals and objectives that are monitored during the calendar year. If any goal appears to be faltering, the LCC can review the situation and work to get it back on track. There are times when goals must be adjusted to meet circumstances that arise. This should be done when necessary.

The LCC creates the organizational structure for implementation of most coordination strategies as a cooperative effort is required for the majority of implementation actions. This should be seen as the mechanism to achieve the goals of the coordinated transportation plan.

Implementing an LCC is a relatively low-cost option. Some staff time is required to schedule meetings, create meeting agenda, and distribute meeting minutes. Expenses and participation for the LCC are an eligible expense for Mobility Management and require a 20 percent local match.

Advantages	Challenges
<ul style="list-style-type: none">• Forum for setting service and coordination priorities• Key stakeholders develop recommendations to RTC for 5310 program funding• Resolve coordination issues• Identify and overcome barriers to coordination	<ul style="list-style-type: none">• Requires an organization to be responsible for forming and administering the LCC• Requires participation by all funding agencies and transportation providers

MICROTRANSIT

Microtransit is a relatively new term and can be difficult to define. For the purposes of this study, microtransit is defined as a privately operated, ride-hailing form of transportation which employs on demand dynamic route transportation technology to serve multiple passengers in the same vehicle along a route that can either be fixed or flexible. Microtransit companies, such as Transloc and Via,

serve passengers using dynamically-generated routes and may expect passengers to make their way to and from common pick-up or drop-off points. Vehicles can range from large SUVs to vans to shuttle buses. Microtransit can also be called dynamic shuttles or private flexible transit. It should also be noted that some existing microtransit programs have used public agency vehicles and drivers. The primary difference between microtransit and a route deviation service is that microtransit employs technology that has only recently been available. Microtransit includes the use of software and smartphone technology which: (1) allows the passenger to reserve a ride directly (without the use of a dispatcher), (2) provides the driver with pick-ups and drop-off assignments in real time and (3) calculates the most efficient route between passenger pick-ups/drop offs. General routes and schedules are followed, but these can be modified as passenger demands evolve. Microtransit services will typically use vans instead of larger buses, but will cost more per passenger-trip than a fixed-route service.

LSC has reviewed case studies of six microtransit services:

- KCATA RideKC Bridj Pilot (KS/MO)
- Via – Arlington Rideshare Pilot Program (TX)
- Santa Clara VTA and RideCell FLEX Pilot Program (CA)
- Citrus Heights SmarT Ride (CA)
- rabbittransit The Hopper (PA)
- UTA on Demand by Via (UT)
- VIA Link (San Antonio, TX)

Key findings from review of literature related to microtransit and these case studies include:

- Marketing is a key component for obtaining the necessary ridership for microtransit programs to be successful.
- Population density needs to be high enough to obtain the necessary ridership for microtransit programs to be successful. However, the Kansas City pilot program illustrates that density is not the only important factor to consider. In Kansas City, the pilot program did not match customers' needs in terms of geographic service area and available operating hours (only operated during peak commuting hours). The service was focused on work trips and should have been expanded to other trip purposes. Better marketing would have also helped with the success of the program.
- Connecting fare payments to transit passes, mobile apps, and transit cards is important for a seamless transition between the different services operated by a transit agency.
- Providing solutions to data connectivity, smartphone, or debit/credit card access is required prior to the launch of a microtransit program if federal transportation funds are used.
- Microtransit productivity is expected to be less than 10 passengers per hour with systems often having productivity of less than five passengers per hour.

RTC operates RTC FlexRIDE as a curbside-to-curbside microtransit service available in select areas of Sparks and North Valleys. Scheduling a RTC FlexRIDE is done through a smartphone app, by webpage, or by calling a dispatcher, and the pick-up window is eight to 15 minutes. Fares are \$2.00, or \$1.00 discounted. Because this is a new service, ridership data is limited, but recent



statistics show that RTC FlexRIDE has a productivity of about four passengers per revenue-hour and a cost per passenger-trip of \$15.00 to \$20.00. In October 2020, the RTC FlexRIDE service will be expanding the Sparks service area into select areas of Spanish Springs, and adding a new service area into select areas of Verdi/Somerset.

Advantages	Challenges
<ul style="list-style-type: none"> • Smaller vehicles to serve lower passengers per hour • Lower operating cost than traditional transit • Effective when connecting to regional services • Serves everyone, not limited to elderly or individuals with disabilities 	<ul style="list-style-type: none"> • Not effective in very low-density areas or longer trips • Many examples have low productivity and high cost per passenger-trip • May require alternate means of scheduling trips • Fare payment must allow for seamless transfers


SUBSIDIZED TRANSPORTATION NETWORK COMPANIES

Transportation Network Companies (TNCs) are a privately-operated form of demand response transportation that use mobile phone apps and an online platform to pair passengers needing a ride with drivers operating their own personal car to perform the ride. TNCs rely on smartphones with GPS capability to identify the rider pick-up location and inform the rider how long it will take for the driver to arrive. Passengers must have a smartphone in order to book a ride. TNCs are private companies, the largest of which are Uber and Lyft, that treat the drivers as independent contractors who are required to meet certain minimum standards in order to use the online platform and provide rides. Drivers generally choose the hours and areas they serve, rather than being dispatched like a taxi. Drivers are responsible for all the costs associated with operating their own vehicle, including having insurance coverage for the vehicle, but TNCs provide additional insurance coverage while a driver is performing a trip. TNCs are part of what is often called the “sharing economy” where people with assets like cars or spare bedrooms can use them to make extra money. TNCs can also be known as ride-hailing, technology-enabled ride sharing, or shared mobility.

TNC vehicles are generally not wheelchair accessible, and drivers do not meet Federal Transit Administration (FTA) drug and alcohol requirements and are not trained in accommodating persons with disabilities. The challenge with using a TNC for public transit connections is that TNC vehicles do not meet the accessibility requirements of the Americans with Disabilities Act of 1990 (ADA). An alternate must be provided to meet the needs of those who require an accessible vehicle.

The cost per passenger-trip can be relatively high compared to both fixed-route and demand-response transit depending on the location and length of the trip. TNC trips tend to be more cost-effective for shorter trips in areas with relatively high density. In lower density areas and for longer trips, TNC service is not cost-effective. Partnerships with TNCs has become popular as a service option, but in many cases, particularly for specialized transportation, it is not a viable option.

Neighbor Network of Northern Nevada (N4) has partnered with Lyft to provide transportation service. N4 Connect offers discounted Lyft ride



N4 Connect

N4 Connect is designed to provide the means for people to access more affordable transportation options by providing discounted Lyft rides!

credits, supplementing the cost using 5310 funding, for older adults and people with disabilities. The cost of this service is in the range of \$40.00 to \$45.00 per passenger-trip compared with about \$31.00 for RTC ACCESS trips. Part of the reason for the higher cost may be longer trips, and trips in areas with lower density and lower demand resulting in lower service productivity.

Recently, RTC’s Washoe Senior Ride began a demonstration with Uber.

Advantages	Challenges
<ul style="list-style-type: none"> • May be cost-effective depending on density and trip lengths 	<ul style="list-style-type: none"> • Cost-effective in areas with sufficient demand • May require additional paratransit service • May require alternate means of scheduling trips • Potential regulatory issues in contracts with private companies including drug and alcohol testing • Lack of accessible vehicles

EXPAND RTC’S WASHOE SENIOR RIDE PROGRAM

RTC’s Washoe Senior Ride program provides subsidized taxi rides for seniors, RTC ACCESS users, and veterans. RTC recently started working with Uber to provide rides. The program could continue to expand using TNCs and potentially could be integrated with the N4 Connect program. The two programs currently serve similar segments of the population and provide a similar type of service. This is a cost-effective way to provide for service for individual trips which do not fit within the primary service area for RTC or may be outside the hour of operation for RTC. The service is cost-effective in the Reno-Sparks area.

Advantages	Challenges
<ul style="list-style-type: none"> • Expands service beyond the area served by RTC ACCESS • Opportunity to use lowest cost option • Provides flexibility for users • Taxis have a fleet of accessible vehicles 	<ul style="list-style-type: none"> • Requires contracts with taxi companies and TNCs

EXPAND RTC SMART TRIPS PROGRAM

The RTC SMART TRIPS program is primarily a ride-share matching service which works with employers and individual employees. This program could be integrated with RTC ACCESS and other specialized transportation programs to provide accessible vehicles and higher subsidies for individuals with disabilities. The focus is on commute trips and continuing to develop and expand this service for commuters who are either seniors or have disabilities, and should be seen as part of an integrated, coordinated approach to meet transportation needs.

Advantages	Challenges
<ul style="list-style-type: none"> • Provides additional opportunities for people with disabilities • Provides access to employment • May be a lower cost option for commuters with a disability 	<ul style="list-style-type: none"> • Limited to commute trips • May require new accessible vehicles • Depends on multiple people with similar commutes

The RTC SMART TRIPS program is a viable option for commuter service to the Tahoe-Reno Industrial Center where many employment opportunities are located. Providing accessible vehicles is an option to support access to employment for people with disabilities.

VOLUNTEER DRIVERS

Seniors in Service (SIS) provide transportation services for seniors using volunteers who are reimbursed for mileage using their personal vehicles. Use of volunteers provide a low-cost option to meet transportation needs, particularly in areas with low population densities and low levels of demand. SIS provides reimbursement for use of personal vehicles. Another approach is for the agency to provide the vehicles which are operated by volunteers. This is the approach used by Silver Key Senior Services in the Colorado Springs area and Utah Valley Rides in Orem and Provo, Utah.



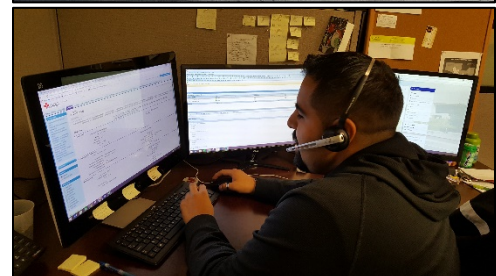
In addition, the Senior Outreach Services Program of the University of Nevada, Reno’s Sanford Center for Aging, and the Washoe County Human Services Agency both use volunteers to provide transportation services.



Advantages	Challenges
<ul style="list-style-type: none"> • Low cost option for difficult to serve trips • Flexibility in scheduling rides 	<ul style="list-style-type: none"> • Relies on having sufficient number of volunteers • Potential insurance issues • May need coordinator for scheduling rides

NONPROFIT TRANSPORTATION PROVIDERS

There are several nonprofit agencies providing transportation service. These agencies have the capability of providing a higher level of assistance than the RTC ACCESS service. RTC ACCESS is provided under the requirements of the Americans with Disabilities Act (ADA) which is very specific about the minimum service requirement. To control costs and maintain efficiency, RTC ACCESS is operated to meet the requirements without adding additional higher cost levels of service.



Access to Healthcare Network (AHN) currently receives 5310 funding to operate a transportation telephone hotline and they used 5310 funding to purchase ADA accessible vehicles.

Advantages	Challenges
<ul style="list-style-type: none"> • Provides options to meet range of needs • Opportunity to schedule rides on most cost-effective provider 	<ul style="list-style-type: none"> • Possible insurance issues for shared trips • Functions best with a one-call center • Nonprofit agencies must serve passengers for multiple programs

VEHICLE SHARING

One of the more obvious approaches to improving coordination and efficiency of service is for agencies to share vehicles. Typically, most agencies have peak times of demand and other times which much of their fleet may be idle. The peak times vary from one agency to another and if vehicles that would be idle can be used by another agency to meet peak demands, the total number of vehicles needed in a community could be reduced. Unfortunately, this may also be one of the greatest challenges. Insurance companies often are unwilling to insure vehicles driven by someone outside the insured’s organization. If insurance can be obtained, it may be cost-prohibitive. More likely, insurance coverage will not be available.

Advantages	Challenges
<ul style="list-style-type: none"> • Reduces total number of vehicles required • More efficient use of vehicles • May reduce costs 	<ul style="list-style-type: none"> • Scheduling vehicles to meet levels of demand • Liability and difficulty in obtaining insurance coverage • Some programs have specific conditions to their funding, which would limit the ability for shared use

ONE-CALL/ONE-CLICK CENTER

One-call/one-click centers are shared informational telephone lines/websites that provide potential users with the most convenient access to information on all transportation services in the region with direct access to the trip request process.



Benefits include:

- The administrative costs for the participating agencies are reduced
- A one-call center is the first step to centralized dispatching
- Users will only need to call one telephone number to obtain all the transit information they need, thereby improving customer service

One-call/one-click centers for providing transportation information are often an integral part of a local or regional Mobility Management Program. Having a one-stop-shop for all transportation resources in a region/state has benefits on many levels:

- One-stop source of transportation information for customers – including finding the right fit to meet each customer’s needs based on eligibility and program availability
- Community partnership – multiple community partners working towards a common goal – builds trust and can lead to additional levels of coordination
- Gap identification – helps communities to better articulate gaps in transportation services that need to be filled

One-call/one-click centers can be organized and operated using a variety of models; some centers are housed within a non-profit agency, part of a local or county government, regional planning agency, college or university, or setup as a Public Private Partnership.

A number of areas are in various stages of implementing one-call/one-click centers, but there are few that have fully implemented the concept with either a single provider or multiple providers. TransPortal in Jacksonville, Florida, was organized in 2006 and the website portal was implemented in 2014. TransPortal integrates transportation services in 12 counties with 25 transportation providers. All counties and providers operate on a single trip scheduling platform and are able to schedule rides on the most cost-effective vehicle without regard to the specific operator. Public transportation, specialized transportation providers, and human services agencies are integrated through the technology to set up the web portal.

A different approach was that taken in the Rochester, New York area where the Rochester Genesee Regional Transportation Authority (RTS) integrated six rural county transit systems into a single entity combined with the urban county. Ultimately, the services will be integrated with a common fare system and a single scheduling system. This approach created a single consolidated operator for the seven-county area.

Advantages	Challenges
<ul style="list-style-type: none"> • Single point of contact for users • Could enhance opportunities for regional connections • Basic capability for operating a call center exists in the region • RTC is currently the primary operator of paratransit services and could continue to provide the ‘core’ of services • Other providers could serve individuals with higher level of needs • Improved operational efficiency • Cost savings could be used for enhanced services 	<ul style="list-style-type: none"> • Technology must be implemented for all providers • Requires detailed cost analysis for each provider • Requires mixing of passengers on vehicles

EXPAND RTC ACCESS SERVICE AREA

Input from the community suggested that an option would be for RTC to expand the RTC ACCESS service boundaries beyond the minimum distance of three-quarters of a mile required by the ADA. RTC had provided RTC ACCESS in a larger service area until 2018 when it was reduced to the required limits. It was not cost-effective to operate RTC ACCESS over the larger service area because of the low number of users and the extended distances. Expansion of the service area for RTC ACCESS would increase the cost of providing the service with a reduction in service productivity and a higher average cost per passenger-trip. Expansion of the service area would only meet the needs of individuals who qualify for RTC ACCESS service under the eligibility determination process. Those individuals who are low income and/or elderly would not be served unless they specifically qualify for RTC ACCESS.

Advantages	Challenges
<ul style="list-style-type: none"> • Uses existing service operated by RTC • RTC has existing call center capability for reservations and scheduling 	<ul style="list-style-type: none"> • Would increase demand and costs for RTC ACCESS paratransit • Would reduce RTC ACCESS productivity and increase average cost per passenger-trip • Could require increased capacity with additional vehicles • Requires an in-person evaluation to confirm qualifications • Would not serve seniors without disabilities. Would only serve people eligible for RTC ACCESS service who have completed the certification process.



TRANSPORTATION
CONSULTANTS, INC.

INTRODUCTION

The general concept of coordinated transportation and strategies for improving access to information and resources about the existing transportation services has widespread support from throughout the region. Bringing new levels of coordinated transportation and communication between the transportation providers into reality will require supporters to take action.

The approach to addressing the gaps in access to transportation services must nurture trusting relationships between participating organizations by clarifying objectives, costs, and potential funding sources. The implementation plan included in this chapter is intended to guide the participants toward a more coordinated approach to transportation and mobility throughout the region – an approach that efficiently addresses gaps in services within the capacity of the existing transportation providers and systematically plans for expansion.

GOALS

Three primary goals are described in this chapter. Each goal is supported by the input provided by participants, including the general public, private and public entities, participating organizations, and local stakeholders.

The following outline provides a summary of the goals and implementation strategies or actions steps that are necessary to achieve each goal. Detailed descriptions are provided after the outline.

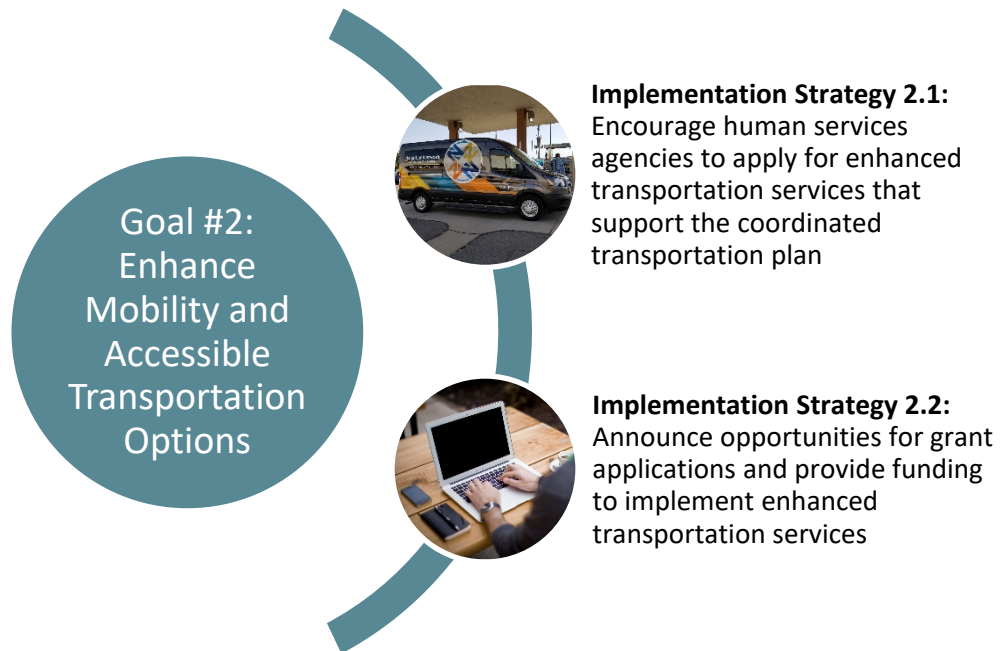
Goal #1: Create a Local Coordinating Council

The LCC would facilitate coordination of transportation services and recommend program and funding activities to the RTC as part of the grant review processes.



Goal #2: Enhance Mobility and Accessible Transportation Options

RTC will continue to work with local transportation providers and human services agencies to identify opportunities to enhance service and provide funding to implement enhanced service options.



Goal #3: Establish a One-Call/One-Click Center

The center would provide a consolidated call reservation, scheduling, and dispatch function. It would also provide a central resource for customers' information about matching trip needs with available services so the customer can identify the best option for their trip.



GOAL #1: ESTABLISH A LOCAL COORDINATING COUNCIL

The first priority goal is to create a Local Coordinating Council (LCC). The LCC should have representation from RTC, each human services transportation provider, other human services agencies which serve people with transportation needs, local governments, and consumers. The LCC would have two primary functions. The first would be to facilitate coordination of transportation services. This may include identifying barriers to coordination and developing approaches to overcome the barrier, identifying opportunities to improve coordination, identifying service enhancements, and implementing the coordination strategies contained in this plan. The second role will be for the LCC to recommend program and funding activities to the RTC as part of the grant review processes.

Implementation Strategy 1.1: Develop LCC Membership

Stakeholder agencies that participated in this planning effort will each designate a representative from their organization to join the LCC. Public, non-profit, and private transportation providers, 211, as well as human service agencies and other organizations that represent consumers are suggested members of this committee. A member of the public and an advocate with a disability should participate in the LCC meetings, as well as a youth (high school or college age) representative. During the development phase, RTC will take the lead in establishing the LCC and defining its mission and objectives. RTC may choose to establish a term limit to its leadership of the committee with the intent to pass the LCC Chairperson responsibility to another party, if desired, after the initial set-up phase is complete.

Implementation Strategy 1.2: Establish the LCC Structure, Mission, and Mobility Goals

The LCC members will develop a mission statement, goals, objectives, and procedures for leading and/or supporting the development and maintenance of coordinated transportation services. Goals should include those identified in this plan. Procedures will include a schedule of quarterly or, at minimum, bi-annual meetings. The structure will be formally adopted by the council members. In doing so, each LCC member will commit to active participation in the council.

Implementation Strategy 1.3: Lead Coordinated Efforts to Address Mobility Goals

The LCC will focus on preserving, sustaining, and expanding the current transportation programs and resources that are addressing mobility needs for older adults, individuals with disabilities, people with low incomes, and the general public. Once goals are established, the LCC will agree upon responsible parties for leading and supporting steps to achieve the goals and monitor progress.

Implementation Timeframe

- Strategy 1.1 will be implemented within 12 months. Strategy 1.2 will be achieved within 18 months and revisited throughout the life of the LCC annually, at minimum. Strategy 1.3 will be ongoing.

Potential Costs

- Expenses associated with the time/labor to participate in the LCC will vary by organization. By taking initial leadership of the LCC, the RTC will experience the most significant initial financial burden. Minimal costs for traveling to meetings, and printing are also possible. Ultimately, participation in the LCC could result in additional funding for agencies and/or the region as participants work to improve awareness and eligibility for new funding programs and/or greater efficiencies of service through coordination and information sharing.

Potential Funding Sources

- Applicable expenses are a function of administering the Section 5310 programs and public transportation services at each participating agency. Funding for labor costs associated with active participation in the LCC would be derived from existing transportation program administration funds. Active participation in the LCC is an eligible mobility management expense under the Federal Transit Administration (FTA) Section 5310 Program. Mobility Management is eligible for an 80 percent Federal share (and 20 percent local match). Local matching funds can be derived from local, state, and many non-U.S. DOT federal programs that include transportation as an eligible expense. As a group, the LCC members could apply for Mobility Management funding to support planning efforts for coordinated transportation.

GOAL #2: ENHANCE MOBILITY AND ACCESSIBLE TRANSPORTATION OPTIONS

Community input and the assessment of transportation needs identified ongoing issues and gaps in transportation service. These include the affordability of transportation for users, areas of Washoe County with limited transportation options, and the need for assistance for many users. Enhanced mobility options may include expansion of microtransit, extension of RTC RIDE service to new areas, and specialized transportation services. One of the roles for the LCC is to identify specific activities to enhance mobility and determine the priorities for funding enhanced services.

Implementation Strategy 2.1: Encourage Human Services Agencies to Enhance Transportation Options

RTC and the LCC should publicize the identified transportation needs and gaps in service which could be met by various agencies and transportation providers. One of the functions of the LCC should be to prioritize unmet needs annually for service enhancement. These needs should be publicized among the LCC members and to other community stakeholders.

Implementation Strategy 2.2: Provide Funding for Enhanced Transportation Services

RTC will continue to administer grant programs for coordinated transportation services. This is primarily the FTA 5310 funding program, but may include other funding programs to support enhanced transportation. Grant opportunities will be announced periodically and other entities encouraged to apply for the grants. RTC will award grant funds based on this plan, input from the LCC, and specific grant award criteria to be developed by RTC.

GOAL #3: ESTABLISH A ONE-CALL/ONE-CLICK CENTER

The primary recommendation in this plan is to form a one-call/one-click center. The center would provide a consolidated call reservation, scheduling, and dispatch function. It would also provide a central resource for customers' information about matching trip needs with available services so the customer can identify the best option for their trip. Implementation will require development of a user portal for online access to transportation services. All transportation services should be integrated into the one-call center. Requests for transportation could then be made through the web portal or by telephone call to the one-call center. Depending on needs and eligibility, the individual would be scheduled on the most appropriate service. The scheduling/dispatch software should allow all vehicles operated by all transportation providers to be available for scheduling trips. By having access to all vehicles and by mixing passengers on vehicles, there is a potential for gains in productivity and opportunities to enhance services.

Implementation Strategy 3.1: Identify the Functions to be Included in the One-Call/One-Click Center

The LCC will identify the range of functions and services to be included in the one-call/one-click center. Services could range from providing basic information (similar to 211) to guiding individuals through the steps to find the right service provider, to enabling the customer to book the trip.

Implementation Strategy 3.2: Identify a Lead Agency

The LCC will initiate progress toward this goal by evaluating possible options for a lead agency and identifying the most appropriate entity to house and manage the one-call/one-click center. In many regions with one-call/one-click centers, the public transit provider manages the system, but this is not the only potential structure. In Washoe County, a transportation provider, public or non-profit entity could become the lead agency or a transportation provider could work with another partner in the region that would take leadership, such as 211. Some developers of one-call/one-click centers have found that 211 providers are strong partners or even lead agencies for connecting specialized transportation customers with the appropriate operators.

Implementation Strategy 3.3: Develop a User Portal for Online Access to Transportation Services and Information

One-call/one-click centers allow customers to make one call or click on one website to identify relevant information about the transportation that they need. One-call/one-click centers also allow the customer to independently learn about local transportation programs and match the specific needs of their trip with the best provider. In more advanced one-call/one-click centers where multiple transportation services are incorporated into a shared technology platform the customer has the option to book their trip reservation with a local provider.

There are a variety of possible platforms and levels of assistance that can be made available to the customer. The user portal should include both telephone and online accessibility. The portal can be developed with linkages to 211, or on a proprietary scheduling software system. The portal also could link with paratransit scheduling software. The lead agency's IT staff will evaluate technology options that are most compatible with the goals of the center and the potential partners. Scalability and interoperability with different technologies (such as technology currently used by transportation providers)

must be considered to ensure that existing technology can be integrated into the one-call/one-click center as more and more providers participate.

Implementation Strategy 3.4: Integrate Transportation Services into the One-Call/One-Click Center

The one-call/one-click center will have a greater impact on meeting needs of older adults and individuals with disabilities and filling identified gaps when multiple programs and providers participate. The lead agency will work toward integrating transportation services into the one-call/one-click center. Access to a variety of service modes through a single portal/call center will enhance the impact of the call center on the region's ability to fill gaps and improve efficiency of existing resources. The One-call/one-click center can start with just two services and incrementally expand as other transportation programs identify the benefits of participating. Goals 4, 5, and 6 of this plan include examples of services that should be integrated into the one-call/one-click center.

Additional local and regional transportation services, including Transportation Network Companies, non-emergency medical transportation, and private operators should be considered as well. The lead agency will meet with transportation provider staff to discuss opportunities to participate in the one-call/one-click center and the benefits.

If the lead agency is assigning trips to multiple providers, the lead agency would establish contract agreements with each participating service provider. The agreements must include a rate structure for reimbursing providers for trips they provide, billing procedures, driver qualification requirements, safety standards, and other aspects of service. Sample contractual agreements are available from peer agencies that have initiated similar programs.

The following services could be operated under the one-call center:

- The **RTC ACCESS** service would continue to operate to provide complementary paratransit service corresponding to the RTC RIDE fixed-route service. RTC ACCESS will provide transportation for those who are certified as eligible under the requirements of the ADA. This service should be provided within three-quarters of a mile of the fixed-route service.
- **RTC FlexRIDE** microtransit should be expanded to serve other areas of the region as supported by available funding and demand. This is a lower cost option for expanding the service area for all passengers including seniors and those with disabilities. Scheduling of trips for RTC FlexRIDE should be integrated with the one-call center so that information about vehicle capacity is available for coordinated transportation services.
- **Washoe Senior Ride** - Requests for taxi rides could be integrated into the one-call center and the one-call center would be responsible for administering the WSR CardONE card or UBER direct to an app.
- **Contracts for service** with non-profit organizations could be created to provide a higher level of assistance for passengers with greater needs. This may include assistance for door-through-door service or assistance with items to be carried. There is a spectrum of needs for assistance and many of those needs are beyond what is appropriate for RTC ACCESS to provide. The non-profit organizations would operate with the vehicles owned by RTC and the service would be scheduled through the one-call center. Productivity gains could be achieved by mixing passengers supported by various programs on single vehicles rather than having vehicles

dedicated to the specific program. This also avoids the issues related to sharing of vehicles as RTC would own the vehicles and contract for the operation.

- **RTC SMART TRIPS** should receive funding specifically to support persons with disabilities who need transportation for access to employment. Funding could be provided through the FTA Section 5310 program or other state, local, or federal programs that support access to employment and/or community integration efforts for individuals with disabilities.
- **Volunteer drivers** should be used to serve those trips which are difficult to accommodate with other services. This may include trips in the more rural areas of Washoe County and trips that are outside the normal hours of service. The volunteer driver program should be administered by the one-call center and may require a volunteer coordinator staff position depending on the size of the program. The one-call center would have access to the volunteer driver pool for scheduling trips that cannot be accommodated cost-effectively on other services.
- **N4 Connect** is a service that provides discounted rides to use Lyft and also teaches people how to use Lyft, which promotes independence. As N4 Connect evolves, it may also become a resource for trip requests that cannot be accommodated through the one-call center. The one-call center will connect eligible callers with (or provide information for) N4 Connect so that N4 Connect's programs can potentially be used to address the customer's trip needs through subsidized TNCs or potentially with volunteer driver or other services.

Implementation Timeframe

- This will be a multi-year project requiring an investment in technology and changes with how services are provided. The projected implementation timeframe for the call center would be two years. Services within the one-call center would be incrementally expanded over the following three years or more.

Potential Costs

- Potential costs for the One-Call/One-Click Center will depend, to a significant degree, upon the scope of services included, technology used, and staffing needs.
- Industry experience indicates that potential costs for initial start-up of a one-call center could range from \$70,000 to \$200,000, including project management and development of General Transit Feed Specifications (GTFS).
- Staffing the call center with two full time equivalent employees could range from \$60,000 to \$100,000 per year, or more. A manpower analysis would be required to determine actual staffing levels that would be necessary to handle the expected call volume. If existing staff at the lead agency can absorb some or all of the additional call volume, the staffing costs can be minimized.
- Expanding the call center to include "one-click" functions could range from \$50,000 to \$200,000 depending upon the software requirements.
- Project management and contract management as new service providers are incorporated could range from \$50,000 to \$100,000, or more, depending upon the technical capabilities of the software program used to manage the center and size of the organization.

Potential Funding Sources

- Efforts to centralize transportation resources and link users will improve mobility and accessible transportation for older adults and individuals with disabilities. While there are significant potential costs, there are also proven cost savings for all participating providers and programs. Shared administrative costs should result in some reduction in current administrative costs for each individual program. The potential for improved efficiency of services also could translate into cost savings. However, it is more likely that operating costs will remain the same but ridership will remain constant or increase after the one-call/one-click center is functioning.
- Operating one-call/one-click call centers meets the definition of Mobility Management and is an eligible expense under the FTA Sections 5310 (enhanced mobility for elderly individuals and persons with disabilities), 5307 (urban public transit), and 5311 (rural public transit) programs. Under the 5310 program, the One-call/one-click program would require a 20 percent local match. Local matching funds can be derived from local, state, and many non-U.S. DOT federal programs that include transportation as an eligible expense. The one-call/one-click center is also eligible for funding under FTA Sections 5307 and 5311 programs but would require additional local match. While it is available, recipients of Section 5307 and 5311 program funds can use CARES Act funding to support mobility management activities.

IMPLEMENTATION TIMELINE AND COSTS SUMMARY

Table X-1 outlines a potential implementation timeline for the goals and strategies. Of course, each step is dependent upon a number of factors including funding cycles and available local match to draw down Federal funds. Table X-2 presents potential annual costs by year.

Table X 1: Implementation Timeline					
Goals and Objectives	Year 1	Year 2	Year 3	Year 4	Year 5
Goal #1: Establish a Local Coordinating Council					
1.1: Develop LCC Membership					
1.2: Establish the LCC Structure, Mission, and Mobility Goals					
1.3: Lead Coordinated Efforts to Address Mobility Goals					
Goal #2: Enhance Mobility and Accessible Transportation Options					
2.1: Encourage Enhanced Transportation Services					
2.2: Provide Funding for Enhanced Transportation Services					
Goal #3: Establish a One-Call/One-Click Center					
3.1: Identify the Functions to be Included in the Center					
3.2: Identify a Lead Agency					
3.3: Develop a User Portal for Online Access					
3.4: Integrate Transportation Services into the Center					

Table X 2: Potential Costs by Year					
Goals and Objectives	Year 1	Year 2	Year 3	Year 4	Year 5
Goal #1: Establish a Local Coordinating Council					
	\$8,000 to \$20,000	\$5,000	\$5,000	\$5,000	\$5,000
Goal #2: Encourage Mobility and Accessible Transportation Options					
Enhanced Services	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Goal #3: Establish a One-Call/One-Click Center					
Initial Start-UP		\$70,000 to \$100,000			
Staffing (Annual Costs for 2 FTEs)			\$60,000 to \$100,000	\$60,000 to \$100,000	\$60,000 to \$100,000
Expanding to Include Online Access				\$50,000 to \$200,000	\$10,000
Project Management					\$50,000 to \$100,000
Total Annual Cost:	\$508,000 to \$520,000	\$575,000 to \$605,000	\$565,000 to \$605,000	\$615,000 to \$805,000	\$625,000 to \$715,000

Appendix A: Community Transportation Survey Questionnaire





Washoe County Coordinated Transportation Plan Update Community Survey

This survey is part of the Regional Transportation Commission of Washoe County's (RTC) current efforts to revise and rewrite their Coordinated Human Services Public Transportation Plan. This short survey is designed to take less than 5 minutes of your time and the results will play an important role in making improvements in the network of transportation options available throughout Washoe County. Thank you in advance for your participation!

- 1) Where do you live? Please provide your zip code _____
- 2) Are you able to drive and have a current license?
 Yes No
- 3) Do you have regular access to a personal vehicle that you drive?
 Yes No
- 4) Are you: *(Select all that apply or skip this question if not applicable)*
 A person with disabilities A senior A Veteran
- 5) Which of the transportation providers do you use on a regular basis? *(Select all that apply)*

<input type="checkbox"/> RTC Ride (fixed-route service)	<input type="checkbox"/> Sanford Center for Aging – Senior Outreach Services (SOS)
<input type="checkbox"/> RTC Access (paratransit service)	<input type="checkbox"/> Seniors in Service (SIS)
<input type="checkbox"/> RTC FlexRIDE	<input type="checkbox"/> Washoe County DHHS – Seniors
<input type="checkbox"/> RTC Regional Connector	<input type="checkbox"/> Senior program transportation services
<input type="checkbox"/> RTC Washoe Senior Ride (subsidized taxi program)	<input type="checkbox"/> Medicaid-sponsored transportation
<input type="checkbox"/> Pyramid Lake Paiute Tribal Transit	<input type="checkbox"/> Transportation provided by your employer or work center
<input type="checkbox"/> Reno-Sparks Indian Colony transportation	<input type="checkbox"/> Transportation provided by a human service agency
<input type="checkbox"/> Access to Healthcare Network	<input type="checkbox"/> Taxi/Uber/Lyft
<input type="checkbox"/> Neighborhood Network of Northern Nevada (N4)	<input type="checkbox"/> Other: _____
- 6) Do you ever need a ride and not have one?
 Yes No
- 7) If so, for what purposes have you been unable to get a ride? *(Select all that apply)*

<input type="checkbox"/> Going to or from a medical appointment	<input type="checkbox"/> Going shopping
<input type="checkbox"/> Going to or from work	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Going to or from school or educational training	

8) What days of the week do you need transportation? *(Select all that apply)*

- | | |
|------------------------------------|-----------------------------------|
| <input type="checkbox"/> Sunday | <input type="checkbox"/> Thursday |
| <input type="checkbox"/> Monday | <input type="checkbox"/> Friday |
| <input type="checkbox"/> Tuesday | <input type="checkbox"/> Saturday |
| <input type="checkbox"/> Wednesday | |

9) What times of the day do you need transportation? *(Select all that apply)*

- | | | |
|---|---|--|
| <input type="checkbox"/> Midnight to 6:00 a.m. | <input type="checkbox"/> Noon to 4:00 p.m. | <input type="checkbox"/> 9:00 p.m. to midnight |
| <input type="checkbox"/> 6:00 a.m. to 8:00 a.m. | <input type="checkbox"/> 4:00 p.m. to 6:00 p.m. | |
| <input type="checkbox"/> 8:00 a.m. to noon | <input type="checkbox"/> 6:00 p.m. to 9:00 p.m. | |

10) What issues deter you from using RTC, taxis/Uber/Lyft, and other services? *(Select all that apply)*

- Family helps me
- I do not know how to use listed services
- Too far to walk to access service
- Too expensive
- I do not qualify for transportation programs
- Wheelchair accessible vehicles are not available when I need them
- I'm apprehensive/fearful
- Other: _____

11) Do you live near a bus stop, but have a mobility limitation that limits your ability to walk to a bus stop and/or board a vehicle without assistance?

- Yes No

12) What is your age?

- Age 18 or Under
- 19-39
- 40-59
- 60 or Older

13) What is the combined yearly income of everyone in your household?

- | | |
|---|---|
| <input type="checkbox"/> Less than \$15,000 | <input type="checkbox"/> \$50,000-\$74,999 |
| <input type="checkbox"/> \$15,000-\$24,999 | <input type="checkbox"/> \$75,000 or higher |
| <input type="checkbox"/> \$25,000-\$49,999 | |

14) Please describe any other transportation barriers or concerns you would like to share.

Thank you!



Actualización del Plan de Transporte Coordinado del Condado de Washoe Encuesta Comunitaria

Esta encuesta es parte de los esfuerzos actuales de la Comisión de Transporte Regional del Condado de Washoe (RTC) para revisar y reescribir su Plan Coordinado de Transporte Público de Servicios Humanos. Esta breve encuesta está diseñada para tomar menos de 5 minutos de su tiempo y los resultados jugarán un papel importante en hacer mejoras en la red de opciones de transporte disponibles en todo el Condado de Washoe. ¡Gracias por tu participación!

- 1) ¿Dónde vives? Por favor proporcione su código postal _____
- 2) ¿Puede conducir y tener una licencia actual?
 Sí No
- 3) ¿Tiene acceso regular a un vehículo personal que conduce?
 Sí No
- 4) ¿Está usted: *(Seleccione todos los que correspondan u omita esta pregunta si no corresponde)*
 Una persona con discapacidad Una edad mayor Un veterano
- 5) ¿Cuál de los proveedores de transporte utiliza regularmente? *(Seleccione todos los que correspondan)*

<input type="checkbox"/> RTC Ride (fixed-route service)	<input type="checkbox"/> Sanford Center for Aging – Senior Outreach Services (SOS)
<input type="checkbox"/> RTC Access (paratransit service)	<input type="checkbox"/> Seniors in Service (SIS)
<input type="checkbox"/> RTC FlexRIDE	<input type="checkbox"/> Condado de Washoe DHHS – para personas mayores
<input type="checkbox"/> RTC Regional Connector	<input type="checkbox"/> Servicios de transporte del programa para personas mayores
<input type="checkbox"/> RTC Washoe Senior Ride (subsidized taxi program)	<input type="checkbox"/> Transporte patrocinado por Medicaid
<input type="checkbox"/> Pyramid Lake Paiute Tribal Transit	<input type="checkbox"/> Transporte proporcionado por su empleador o centro de trabajo
<input type="checkbox"/> Reno-Sparks Indian Colony transportation	<input type="checkbox"/> Transporte proporcionado por una agencia de servicio humano
<input type="checkbox"/> Access to Healthcare Network	<input type="checkbox"/> Taxi/Uber/Lyft
<input type="checkbox"/> Neighborhood Network of Northern Nevada (N4)	<input type="checkbox"/> Otro: _____
- 6) ¿Alguna vez necesitas un paseo y no tiene uno?
 Sí No
- 7) Si es así, ¿para qué propósitos no ha podido conseguir un paseo? *(Seleccione todos los que correspondan)?*

<input type="checkbox"/> Ir a o desde una cita medica	<input type="checkbox"/> Ir de compras
<input type="checkbox"/> Ir a o desde el trabajo	<input type="checkbox"/> Otro: _____
<input type="checkbox"/> Ir a o desde la escuela o la formación educative	

8) ¿Qué días de la semana necesitas transporte? (*Selecciona todos los que correspondan*)

- | | |
|------------------------------------|----------------------------------|
| <input type="checkbox"/> Domingo | <input type="checkbox"/> Jueves |
| <input type="checkbox"/> Lunes | <input type="checkbox"/> Viernes |
| <input type="checkbox"/> Martes | <input type="checkbox"/> Sabado |
| <input type="checkbox"/> Miercoles | |

9) ¿A qué horas del día necesitas transporte? (*Seleccione todos los que correspondan*)

- | | | |
|---|--|--|
| <input type="checkbox"/> Medianoche a las 6:00 a.m. | <input type="checkbox"/> Mediodía a las 4:00 p.m. | <input type="checkbox"/> 9:00 p.m. a la medianoche |
| <input type="checkbox"/> 6:00 a.m. a las 8:00 a.m. | <input type="checkbox"/> 4:00 p.m. a las 6:00 p.m. | |
| <input type="checkbox"/> 8:00 a.m. a el mediodía | <input type="checkbox"/> 6:00 p.m. a las 9:00 p.m. | |

10) ¿Qué problemas te impiden usar RTC, taxis/Uber/Lyft y otros servicios? (*Seleccione todos los que correspondan*)

- La familia me ayuda
- No se como utilizar los servicios listados
- Muy lejos para caminar para acceder al servicio
- Muy caro
- No califico para programas de transporte
- Los vehículos accesibles para sillas de ruedas no están disponibles cuando los necesito
- Estoy aprensivo/temeroso
- Otro: _____

11) Vive cerca de una parada de autobús, pero tiene una limitación de movilidad que limita su capacidad para caminar a una parada de autobús y / o abordar un vehículo sin ayuda?

- Si No

12) Cuantos anos tienes?

- Edad 18 o menos
- 19-39
- 40-59
- 60 o mayor

13) Cual es el ingreso anual combinado de todas las personas en su hogar?

- | | |
|--|--|
| <input type="checkbox"/> Menos de \$15,000 | <input type="checkbox"/> \$50,000-\$74,999 |
| <input type="checkbox"/> \$15,000-\$24,999 | <input type="checkbox"/> \$75,000 o mas |
| <input type="checkbox"/> \$25,000-\$49,999 | |

14) Por favor describa cualquier otra barrera o inquietud de transporte que le gustaría compartir.

¡Gracias!

Appendix B: Community Transportation Survey Comments



Appendix B: Community Transportation Survey Comments

- 95% of drivers are great! 5% are rude. They complain about having to put ramp down. Not able to go outside of the service area for an appt.
- Accessibility to and from bus stops and the bus stops themselves.
- Are double deck buses coming to Reno?
- As of now, we never leave home due to the fear of Covid19.
- Attitudinal barriers. Drivers need training on safe topics for interacting with riders. It may seem funny to say "crazy driver" to a person in a wheelchair, but it becomes a micro-aggression when you've heard it 2,000 times in your life. Asking about a person's disability is also not ok. Disability awareness is critical. Avoiding inspiration porn. Telling someone with low muscle tone to smile is also a micro aggression. Disability is a culture. Hire disabled folks to train you about it.
- Bus arrival is too often unpredictable for me to use to get to work.
- Bus frequency is not often.
- Bus schedule and routes made easy to read and understand. Buses inside the Reno loop should come every 10-15 minutes, not once every 30 minutes!
- City is too eager to tow temporarily disabled vehicles from poor folks. My car was three weeks from being fixed and I would still have it. But they towed it after a week of being parked on a curb and made my difficult life significantly worse.
- Customer service won't accommodate a subscription or a master number for rides.
- Disabled.
- Distance from bus stop and stores is too long, time consuming. Shopper bus would like to be back in service, lift needs to be used more for shopping carts.
- Doing a great job! Very thankful for this service.
- Drivers are great, helpful
- Drivers are helpful
- Drivers have been great. no complaints
- Expanding ride services beyond the McCarran ring for those who need to use public transportation.
- Gets lost easy.
- Gets sick on the access buses.
- Happy with access and RTC.
- Hello pedestrians???
- I am a provider for 2 special needs clients. Often rides do not show up or 2 different companies will come to my house.
- I am not within the ADA zone and I would like to use RTC access. Lyft could be expensive sometimes. I think people that need transportation but outside of the ADA zone is ridiculous because they need it.
- I could take the bus if someone could take me to the bus stop.
- I have tried buses but found they don't arrive when scheduled.
- I have used RTC Access for my daughter from 2001 - 2019. The last 3 years I had to transport them to A&W parking lot 5x a week to meet the RTC Access bus as they no longer picked up clients outside the route loop. MTM and cabs were used to pick up clients in the beginning. One of my clients, my

daughter, had an incident with a cab driver. She fell and ended up in the hospital. The cab drivers did not seem to have the same training, (understanding that handicapped people needed to be escorted in or out on a one to one basis) as the RTC Access drivers. Because of safety issues and stories I heard about the small start transportation companies that MTM okayed in the beginning, I decided to transport my 2 clients from home to meet the RTC Access bus in a parking lot 2 miles away. I did this for 3 years. Then my client had foot surgery and getting in and out of a car became an issue. MTM services were started with a small company called DCMT about a year ago and I couldn't be happier. DCMT is the only company that transports my clients where years ago you never knew who was going to pick up your clients. The vans they use only can hold 2 wheelchairs so my clients are taken directly to and from sheltered workshop. As I stated earlier, I've used RTC Access since 2001 and have been very pleased with their services. The city has been growing and routes need to be added to include Spanish Springs, south of town and north valleys. It's my understanding for people on Medicaid there is now transportation from anywhere. The question is: Is there transportation outside the RTC Access loop for senior citizens and veterans as needed?

- I live a mile away from a bus stop and am Autistic with SPD. I also have mobility issues and can't walk far. I am deaf/blind.
- I live in rural Nevada and cannot get to Carson or Reno. There is no public transportation in Gardnerville that can get me to where I need/want to go.
- I would take public transportation, like a bus or streetcar, if it offered widespread service across the city with reliable travel times.
- It is over a mile to the nearest bus stop so once I do need to rely on public transportation, it will be difficult to get to the bus stop.
- Just comfortable with access. Its more personable.
- Lyft can't take my power w/c. Covid no public rides right now.
- Lyft not powerchair accessible cars.
- Mom says she would like to see subscriptions come back, client is unable to make his own rides and mom/caregiver has forgotten. It would alleviate a lot of stress in her case.
- My barrier is getting to and from school. I am a current graduate student and my courses are located at the Redfield Campus. My RTC ACCESS bus does not go there and there aren't any bus routes that get me close enough. Being legally blind, I am struggling to find a route that gets me to and from that location safely.
- Need to be able to have someone come out to help me sign up for services.
- No assistance with the seat belt.
- No bus route around SW McCarran. Need protected bike lanes on streets with wide lanes and fast car traffic.
- No issues.
- No more seating at the bus stop at lupin and 5th Ave.
- None.
- None. Just hope my driver's license renews and my car holds up.
- Once you start cleaning the buses like you first shown on your broadcast that the buses would be cleaned each time they pull in. Mask in a tissue box dispenser and not be open to germs, some routes will be impacted like the 5 with the VA Med center moving their clinics to the new campus on Selmi and McCarren area.

- People who have disabilities not having access and or not having the knowledge to use public transportation. Needs to be accessible to all areas and not just in the inner-city areas.
- Restricted from riding without an aide.
- Ride to Dr. Patterson's office.
- Route times are not scheduled in a way that getting to downtown (especially early in the morning) is efficient. Transferring to another route is very difficult and seems to have a long wait time to get from one bus to another, even at stations. It would be extremely helpful if maybe the drivers could hold a card to distribute for people who are late to work or there was a hotline number to have an employer call due to the bus being delayed that would help avoid having issues with attendance and tardiness. Seating area is horribly uncomfortable for anyone to sit who is 5'8" with long legs. There is not enough room for any bags in order to transport groceries or have a folded-up child stroller without blocking seats or being right in front of the bus where handicap and elderly riders need to sit.
- RTC has no stops in the Geiger Grade area & Washoe Cty senior citizens' services does not include any of the Virginia Foothills area for services.
- Service is great.
- Service is great.
- Service is great.
- So pleased with RTC Access. No complaints.
- Sometimes can't get a hold of MTM and will have to use tickets for a ride.
- The bus system keeps getting worse and worse each year.
- The frequency of the bus needs to be changed and the accessibility going to and from bus stop needs to be better throughout Washoe County. All bus stops should have shelters.
- The greatest service ever!
- The nearest bus stop is two hours away walking. I may have a car but my adult children do not so if I'm at work my pregnant daughter and granddaughter have to hike that awful walk.
- There is not a bus stop close enough to the new apartments located at 600 Geiger Grade Road which is low income apartments.
- To go anywhere I have to take two rides 1 with Lift & 1 with RTC access. RTC will not come to my home. Used to.
- Traffic!!!!
- Uber and Lyft require mobile app, but I only use telephone, not internet.
- Uses walker, needs assistance from his door. Not all drivers assist that.
- Very grateful.
- Walking to a stop and various changeovers would be difficult, focusing and mental awareness can and does change frequently, some moments I am with it, other moments I am confused, so I mostly only get out with someone I can trust, but that leaves me really isolated.
- We need more transportation services in the outlying areas and more services during off-hours.
- With regards to question 7, my older brother and sister-in-law helps me from time to time as a tradeoff for babysitting my niece who also goes to the local elementary school for my area. Also, my closest bus stop is at Kietzke Lane and South McCarran Boulevard. In addition, I am currently living off of my Social Security Disability, and I try not to become dependent on my folks' monthly retirement benefit.

Appendix C: List of Employers in the Reno Area



List of Employers in the Reno Area			
Company Name	Address	City	Sector
4506 TRANSCRIPTS	5365 MAE ANN AVE.	RENO	Other
A D HAWK INC.	3515 AIRWAY DR. SUITE #206	RENO	Manufacturing
AAMP OF AMERICA INC.	605 GLENDALE AVE.	SPARKS	Logistics and Distribution
ABARIS TRAINING INC.	5401 LONGLEY LN. SUITE #49	RENO	Aerospace, Aviation and Defense
ACCESS EVENT SOLUTIONS	1410 GREG ST. SUITE #412	SPARKS	Manufacturing
ADVANCED COMPOSITE TECHNOLOGIES INC.	345 CONEY ISLAND DR	SPARKS	Manufacturing
ADVANCED MATERIALS AND DEVICES	4750 LONGLEY LN #104	RENO	Other
ADVANCED MICROWAVE PRODUCTS	2465 OLD HWY 40 W STE#200	VERDI	Manufacturing
ADVANCED PRECISION INC.	4865 JOULE ST STE C-2	RENO	Manufacturing
ADVANCED REFINING CONCEPTS	ONE EAST FIRST ST., STE. 1600	RENO	Clean Energy
ADVANCED SUPPLY CHAIN LOGISTICS	1750 PURINA WY	SPARKS	Logistics and Distribution
AERION SUPERSONIC LLC	5190 NEIL RD STE #500	RENO	Aerospace, Aviation and Defense
AGRU AMERICA	2000 E. NEWLANDS DR	FERNLEY	Manufacturing
AGTRON INCORPORATED	9395 DOUBLE R BLVD.	RENO	Manufacturing
AIMS POWER	9736 S. VIRGINIA ST. SUITE A	RENO	Logistics and Distribution
ALASKA UAV	385 FREEPORT BLVD.#17	SPARKS	Aerospace, Aviation and Defense
ALCHEMY	575 DOUBLE EAGLE CT.	RENO	Technology Ecosystem
ALEXIS POWER SYSTEMS	5470 LOUIE LANE #104	RENO	Manufacturing
ALICE HEIMAN, LLC	1385 HASKELL ST	RENO	Other
ALL TRADE TOOLS	9250 RED ROCK RD STE #B	RENO	Logistics and Distribution
ALORICA	1315 FINANCIAL BLVD	RENO	Back Office, Business Support
AM2T	550 BELLA OAKS CT	SPARKS	Manufacturing
AMAZON	8000 N. VIRGINIA ST	RENO	E-Commerce Fulfillment
AMERICAN ASSAY LABORATORIES	1500 GLENDALE AVENUE	SPARKS	Mining
AMERICAN DUCHESS	2510 BEAUMONT PKWY	RENO	E-Commerce Fulfillment
AMERICAN DUNNAGE	445 CONEY ISLAND DR	SPARKS	Manufacturing
AMERISOURCE BERGEN/ ICS	5360 CAPITAL COURT	RENO	Logistics and Distribution
AMES TRUE TEMPER	3450 AIRWAY DRIVE SUITE #400	RENO	Logistics and Distribution
AMPLIFY RELATIONS	675 W. MOANA LN STE 201	RENO	Other
ANIXTER	990 NORTH HILLS BLVD.	RENO	Logistics and Distribution
ANSELL HEALTHCARE PRODUCTS	2301 ROBB DR.	RENO	Logistics and Distribution
ANTHEM BLUE CROSS BLUE SHIELD	5250 S. VIRGINIA AVE.	RENO	Back Office, Business Support
APPLIED SOIL COMPANY	56 CONEY ISLAND DR.	SPARKS	Other
APROPOS INTERNATIONAL	321 E. 5TH ST.	RENO	Logistics and Distribution
ARCONIC FASTENING SYSTEMS AND RINGS	1 ERIC CIRCLE	VERDI	Aerospace, Aviation and Defense
ARISTOCRAT	5390 KIETZKE LN STE. 104	RENO	Gaming
ARROW ELECTRONICS INC.	665 MAESTRO DR.	RENO	Logistics and Distribution
ATHLETIC TRAINING EQUIPMENT CO. (ATEC)	655 Spice Island Dr.	SPARKS	Manufacturing
ATLANTIC AVIATION	655 S. ROCK BLVD	RENO	Aerospace, Aviation and Defense
ATLAS MOLDED PRODUCTS	13695 MT. ANDERSON ST	RENO	Manufacturing
AVA LOGISTICS	5442 LONGLEY LN	RENO	Logistics and Distribution
AYURVEDIC HERBAL	P O BOX 1108	SPARKS	E-Commerce Fulfillment
B YOUR BEST	742 SPICE ISLANDS DR	SPARKS	Logistics and Distribution
BARNES & NOBLE PURCHASING INC.	12660 OLD VIRGINIA ROAD	RENO	Logistics and Distribution
BEAVERFIT USA	120 Woodland Ave, Suite D	RENO	Manufacturing
BELIMO AMERICA	1048 Fortunato Loop	SPARKS	Logistics and Distribution
BENDER GROUP	945 PARR CIRCLE	RENO	Logistics and Distribution
BENNETT MEDICAL SERVICES	2600 MILL ST #600	RENO	Health, Medical
BENSON POLYMERIC	9475 DOUBLE R BLVD	RENO	Manufacturing
BERGDAHL ASSOCIATES, INC.	2990 SUTRO ST.	RENO	Logistics and Distribution
BETTER WORLD BOOKS	14525 INDUSTRY CIRCLE STE 100	RENO	Logistics and Distribution
BIG ROCK SPORTS	9085 MOYA BLVD	RENO	Logistics and Distribution
BIGCERAMICSTORE.COM	543 VISTA BLVD.	SPARKS	E-Commerce Fulfillment
BIZ CHAIR (BELNICK INCORPORATED)	6650 ECHO AVE. SUITE A	RENO	E-Commerce Fulfillment
BLACKHAWK MOLDING CO., INC.	990 DEMING WAY	SPARKS	Manufacturing
BLACKHAWK NETWORK	10615 PROFESSIONAL CIRCLE	RENO	Back Office, Business Support
BLACKRIDGE TECHNOLOGY	5390 Kietzke Lane Ste 104	RENO	Technology Ecosystem
BLAST DEFLECTORS INC.	8620 TECHNOLOGY WAY	RENO	Aerospace, Aviation and Defense
BLOCH	1170 TRADEMARK DR. SUITE #112	RENO	Logistics and Distribution
BOMBORA	100 N ARLINGTON STE. 100	RENO	Technology Ecosystem
BOWEN TRANSPORTATION	585 DAPAO LI ST.	RENO	Logistics and Distribution
BREADWARE, INC.	450 SINCLAIR, 3RD FLOOR	RENO	Technology Ecosystem
BROOMSTICK	10399 DOUBLE R BLVD #106	RENO	Technology Ecosystem
BUFFALO WIRE	1430 KLEPPE LANE	SPARKS	Manufacturing
BURKHART DENTAL	1316 CAPITAL BL STE 104 BLDG A	RENO	Logistics and Distribution
BURROWS PACKAGING	6650 ECHO AVE. SUITE D	RENO	Manufacturing
BVA SYSTEMS	2225 E GREG ST. STE 101	SPARKS	Manufacturing
C VIRTUAL	155 CADILLAC PL	RENO	Other
CAEK	100 N. ARLINGTON STE #200	RENO	Technology Ecosystem
CAIE FOODS	1802-A BRIERLY WAY #108	SPARKS	Manufacturing
CALRAMIC	5462 LOUIE LANE	RENO	Manufacturing
CAM CONCEPT	2255 GLENDALE AVE STE 3	SPARKS	Other
CAROLINA ABSORBENT COTTON	4969 ENERGY WAY	RENO	Manufacturing
CASCADE DESIGNS	10990 LEAR BLVD	RENO	Manufacturing
CASHMAN EQUIPMENT	600 GLENDALE AVE.	SPARKS	Manufacturing
CATALYTIC PURE AIR, LLC	1912 WATT ST.	RENO	Logistics and Distribution
CAVIST MANUFACTURING	9290 PROTOTYPE DRIVE	RENO	Manufacturing

List of Employers in the Reno Area (cont.)			
Company Name	Address	City	Sector
CES MACHINE	8880 DOUBLE DIAMOND PKWY	RENO	Manufacturing
CEVA FREIGHT, LLC	10855 LEAR BLVD.	RENO	Logistics and Distribution
CHARLES RIVER LABS	6995 LONGLEY LANE MS-A1	RENO	Other
CHARTER BUSINESS	9335 PROTOTYPE DR.	RENO	Technology Ecosystem
CHESAPEAKE SPICE	8760 TECHNOLOGY WY	RENO	Manufacturing
CINTAS	250 VISTA BLVD #107	SPARKS	Logistics and Distribution
CIOX HEALTH	1450 VASSER ST	RENO	Back Office, Business Support
CLAREBLEND INC.	3555 AIRWAY DR. SUITE 307	RENO	Manufacturing
CLEAR CAPITAL	300 E 2ND ST #1405	RENO	Back Office, Business Support
CLICK-BIO	450 SINCLAIR	RENO	Other
COLINX	695 VISTA BLVD. #103	SPARKS	Logistics and Distribution
COLORITE	901 E. GLENDALE AVE	SPARKS	Manufacturing
COMPUTERIZED SCREENING INC.	9550 GATEWAY DR.	RENO	Manufacturing
COMSTOCK TELCOM	5445 EQUITY AVE	RENO	Logistics and Distribution
CONAGRA/ ANGIE'S BOOM CHICKA POP	1025 SANDHILL RD.	RENO	Manufacturing
CONCEPTION PROTO	1095 SPICE ISLAND DR STE# 107	SPARKS	Manufacturing
CONSET	755 LILLARD DR. SUITE #101	SPARKS	Logistics and Distribution
CONSOLIDATED AGENCY PARTNERS	9425 DOUBLE DIAMOND BLVD.	RENO	Other
COOPER B- LINE INC.	13755 STEAD BL.	RENO	Manufacturing
COULSON GROUP	655 ROCK BLVD	RENO	Aerospace, Aviation and Defense
COUPA	1575 DELUCCHI LANE	RENO	Technology Ecosystem
CREATIVE COVERINGS	87 CONEY ISLAND DR.	SPARKS	Other
CREATIVE SPECIALTY APPAREL	5350 CAPITAL CT # 107	RENO	Manufacturing
CRYSTALASER	4750 LONGLEY LN # 205	RENO	Manufacturing
CUSTOMINK	9390 GATEWAY STE. 150	RENO	E-Commerce Fulfillment
CYRCADIA HEALTH	1325 AIRMOTIVE WAY STE. #175	RENO	Technology Ecosystem
DAMON INDUSTRIES	822 PACKER WAY	SPARKS	Manufacturing
DASSAULT FALCON	365 S. ROCK BLVD.	RENO	Aerospace, Aviation and Defense
DATA FORMS INC.	1070 MATLEY LN	RENO	Manufacturing
DAVIDSON'S ORGANICS	665 Spice Island Dr. Suite 101	SPARKS	Manufacturing
DAYCO PRODUCTS	1450 E. GREG ST.	SPARKS	Logistics and Distribution
DEKKADE ADVANCE FLOORING SYSTEMS	2085 E. GREG ST.	SPARKS	Manufacturing
DERMODY PROPERTIES	5500 EQUITY AVE.	RENO	Other
DIGGIN YOUR DOG	5635 #15 RIGGINS CT	RENO	Manufacturing
DIGITAL SOLID STATE PROPULSION	5475 LOUIE LANE SUITE D	RENO	Manufacturing
DIPACO/DTECH	12693 OLD VIRGINIA RD.	RENO	Manufacturing
DISCOVERY PRODUCTS INC.	5655 RIGGINS CT #22	RENO	Manufacturing
DISTRIBUTION RESOURCE	38 ISIDOR CT STE 150	SPARKS/WC	Logistics and Distribution
DLL TECHNOLOGIES, INC.	1575 DELUCCHI STE 223	RENO	Technology Ecosystem
DRAGONFLY ENERGY	1355 Greg St. Suite 101-102	SPARKS	Manufacturing
DRONE AMERICA	3555 AIRWAY DRIVE SUITE #310	RENO	Aerospace, Aviation and Defense
DSG INC.	945 B SPICE ISLANDS DR	SPARKS	Manufacturing
DURA LINE (A & D TECHNOLOGY)	1284 E. GLENDALE AVE.	SPARKS	Manufacturing
E COMPLETE LLC	4900 MILL STREET STE. #7	RENO	Logistics and Distribution
E E TECHNOLOGIES INC.	9455 DOUBLE R BLVD.	RENO	Manufacturing
EBARA INTERNATIONAL CORP.	350 SALOMON CIR.	SPARKS	Manufacturing
ECO PAK	640 ORRCREST DR.	RENO	Manufacturing
ECO WINDOWS	9732 STATE ROUTE 445, 100	SPARKS/WC	Manufacturing
EDGE PROFESSIONAL SOLUTIONS GROUP	255 W MOANA LN STE 209	RENO	Other
EEI	216 MT. ROSE ST	RENO	Other
ELECTRATHERM	4750 TURBO CIRCLE	RENO	Manufacturing
ELEMENTAL LED	885 TRADEMARK DR	RENO	Manufacturing
ELITE SPICE INC.	1225 GREG ST.	SPARKS	Manufacturing
EMPLOYERS	10375 PROFESSIONAL CIRCLE	RENO	Other
END 2 END SWIM SPA COVERS	405 WESTERN RD. #17	RENO	Manufacturing
ENEL GREEN POWER	1755 E PLUMB LANE	RENO	Clean Energy
ENGINE BUILDERS SUPPLY	4068 S MCCARRAN BLVD # B	RENO	Logistics and Distribution
ENTRANSMEDIA	10539 PROFESSIONAL CIRCLE SUITE #201	RENO	Technology Ecosystem
ENVIROHAVEN	2500 VALLEY RD., SUITE F	RENO	Manufacturing
EP MINERALS	9785 GATEWAY DR.	RENO	Mining
ERG AEROSPACE	55 GREG ST.	SPARKS	Aerospace, Aviation and Defense
ERICO INTERNATIONAL CORPORATION	46 ISIDOR CT. SUITE #103	SPARKS/WC	Logistics and Distribution
ESSCO	630 SPICE ISLAND DR	SPARKS	Logistics and Distribution
ETAILER	2531 SUTRO	RENO	E-Commerce Fulfillment
EVERI GAMES	887 TRADEMARK DR #201	RENO	Gaming
EXPEDITORS	5470 KIETZKE LN STE 300	RENO	Logistics and Distribution
FALL LINE CORP	4625 AIRCENTER CIRCLE	RENO	Manufacturing
FAT FOOT SCOOTERS	131 CONEY ISLAND DR	SPARKS	Logistics and Distribution
FEDEX GROUND	1185 S. ROCK BLVD.	RENO	Logistics and Distribution
FEDEX SUPPLY CHAIN	1170 TRADEMARK DR STE 106	RENO	Logistics and Distribution
FIDELITONE	1105 SOUTHERN WY	SPARKS	Logistics and Distribution
FIGURE TECHNOLOGIES	50 S VIRGINIA ST	RENO	Technology Ecosystem
FILAMENT	100 N ARLINGTON STE. 105	RENO	Technology Ecosystem
FIRST NATIONAL COLLECTION BUREAU	50 W LIBERTY	RENO	Financial
FOOD HANDLER	2301 ROBB DR.	RENO	Logistics and Distribution
FORT DEARBORN CO.	295 LILLARD DR	SPARKS	Manufacturing
FOSDICK FULFILLMENT	12035 MOYA #101	RENO	Logistics and Distribution

List of Employers in the Reno Area (cont.)			
Company Name	Address	City	Sector
FOUNDRY	255 N SIERRA ST, STE 140	RENO	Other
FOX RACING	38 Isidor Court Ste 110 & 120	RENO	Manufacturing
FRANZEN-HILL	5470 KIETZKE LN STE 300	RENO	Other
FRENCH GOURMET	245 CONEY ISLAND DRIVE	SPARKS	Manufacturing
FREUND CONTAINER & SUPPLY	1385 GREG ST.	SPARKS	Logistics and Distribution
FULL TILT LOGISTICS	150 ISIDOR STE.#101	SPARKS	Logistics and Distribution
FUMARE	7530 Longley Lane #101	RENO	Logistics and Distribution
FUSION CONTACT CENTER	300 E. 2nd ST. STE. #1210	RENO	Back Office, Business Support
GARLOCK PRINTING AND CONVERTING	127 WOODLAND AVE.	RENO	Manufacturing
GARRY N SUN	1030 MATLEY LN	RENO	Logistics and Distribution
GARY PLATT MANUFACTURING	4643 AIRCENTER CIRCLE	RENO	Manufacturing
GBS ENTERPRISES	9240 PROTOTYPE DR	RENO	Logistics and Distribution
GENERAL MOTORS	6565 ECHO AVE	RENO	Logistics and Distribution
GENSANO	8630 TECHNOLOGY WAY STE A	RENO	Other
GEODIS	450 LILLARD DR.	SPARKS	Logistics and Distribution
GEOFORTIS POZZOLANS	320 WESTERN ROAD #1	RENO	Manufacturing
GIVI USA INC.	506 GLENDALE AVE	SPARKS	E-Commerce Fulfillment
GLACIER GLOVE	7525 COLBERT DR. STE 107	RENO	Logistics and Distribution
GLASFLOSS INDUSTRIES	300 PARR BLVD.	RENO	Manufacturing
GLOBAL DATA COLLECTION COMPANY	1170 FINANCIAL BL STE 500	RENO	Back Office, Business Support
GLOBAL OVERNIGHT FREIGHT	605 GLENDALE AVE. STE. 104	SPARKS	Logistics and Distribution
GRAND ROUNDS	10345 PROFESSIONAL CIRCLE STE 201	RENO	Technology Ecosystem
GRAYEAGLE TECHNOLOGIES LLC	4635 LONGLEY LN # 109	RENO	Manufacturing
GREATCALL	9390 GATEWAY DR.	RENO	Technology Ecosystem
GROVE COLLABORATIVE	880 North Hills Blvd. ste 504	RENO	E-Commerce Fulfillment
GST INTERNATIONAL	855 E. GREG ST. #103	SPARKS	Manufacturing
GYFORD DÉCOR LLC	891 TRADEMARK DR.	RENO	Manufacturing
HAGAN ELECTRONICS INC.	972 UNITED CIR	SPARKS	Manufacturing
HAMILTON COMPANY	4970 ENERGY WAY	RENO	Manufacturing
HAUS OF REED	10 GREG ST. UNIT 114	SPARKS	Manufacturing
HAVELOCK WOOL	240 STANFORD WY.	SPARKS	Manufacturing
HAWS CORPORATION	1455 KLEPPE LANE	SPARKS	Manufacturing
HC COMPANIES	550 SPICE ISLAND DR.	SPARKS	Manufacturing
HEALING HEALTHCARE SYSTEMS	6121 LAKESIDE DR STE. 200	RENO	Health, Medical
HENRY SCHEIN INC.	520 SOUTH ROCK BLVD.	RENO	Logistics and Distribution
HERCULES TRUCKING	1277 SPICE ISLAND DR	SPARKS	Logistics and Distribution
HIDDEN VALLEY FOOD PRODUCTS COMPANY	12150 MOYA BLVD.	RENO	Manufacturing
HIDEIT MOUNTS	4690 LONGLEY LN #20	RENO	Manufacturing
HIGH QUALITY ORGANICS INC.	12101 MOYA BLVD.	RENO	Logistics and Distribution
HIGHLY RELIABLE SYSTEMS	1900 VASSAR ST.	RENO	Technology Ecosystem
HIL APPLIED MEDICAL	1480 LINDA WY	SPARKS	Health, Medical
HODELL-NATCO INDUSTRIES	890 E GLENDALE AVE	SPARKS	Logistics and Distribution
HOOD-EIC	45 VISTA BLVD. SUITE #102	SPARKS	Manufacturing
HOPKINS DISTRIBUTION	1195 TRADEMARK	RENO	Logistics and Distribution
HORIBA STEC INC.	605 SPICE ISLANDS DR # 5	SPARKS	Manufacturing
HOSE MASTER	750 VISTA BLVD	SPARKS	Manufacturing
HUBERT	14525 INDUSTRY CIRCLE STE.500	RENO	Logistics and Distribution
HVA LLC	12880 MOYA BLVD.	RENO	Manufacturing
ID TECH	945 NORTH HILLS BLVD.	RENO	Logistics and Distribution
ILSI	5458 LOUIE LANE	RENO	Manufacturing
IMPRESSION INKS WEST LLC	1450 KLEPPE LN	SPARKS	Manufacturing
INDY HANGAR	750 SPICE ISLAND DR.	SPARKS	Manufacturing
INSTITUTE FOR MANAGEMENT STUDIES	201 W. LIBERTY STE. 100	RENO	Other
INTELLISOURCE	5190 NEIL RD STE #105	RENO	Other
INTERLOCK USA INC.	1105 S ROCK BLVD # 122	RENO	Logistics and Distribution
INTERNATIONAL CITY MORTGAGE	9480 GATEWAY DR. #201	RENO	Financial
INTERNATIONAL GAME TECHNOLOGY	9295 PROTOTYPE DR.	RENO	Gaming
INTERNATIONAL LINING TECHNOLOGY	850 MAESTRO DR, STE 101	RENO	Other
INTERNATIONAL TEST SOLUTIONS	1595 MEADOW WOOD LANE	RENO	Manufacturing
INTUIT	6884 SIERRA CENTER PARKWAY	RENO	Technology Ecosystem
ISLAND PLANET SAILS	316 CALIFORNIA AVE	RENO	Manufacturing
IT CONVERGENCE	926 INCLINE WAY STE. #100	INCLINE VILLAGE	Technology Ecosystem
ITR AMERICA LLC	445 CONEY ISLAND DR, SUITE A	SPARKS	Logistics and Distribution
ITRONICS	6490 S. MCCARRAN STE. C23	RENO	Manufacturing
ITS LOGISTICS	620 SPICE ISLAND DRIVE	SPARKS	Logistics and Distribution
J D PUBLISHING	924 INCLINE WAY STE B	INCLINE VILLAGE	Other
JC PENNEY	11111 STEAD BLVD	RENO	Logistics and Distribution
JENSEN METALTECH	450 E GLENDALE AVE	SPARKS	Manufacturing
JENSEN PRECAST	825 STENERI WAY	SPARKS	Manufacturing
JFC CROSSDOCK	1291 EAST GLENDALE AVE	SPARKS	Logistics and Distribution
JIMMY BEANS WOOL	1312 CAPITAL BLVD. #103	RENO	E-Commerce Fulfillment
JLH	200 VISTA BLVD. #105	SPARKS	Logistics and Distribution
JMC NORTH AMERICA	450 SINCLAIR	RENO	Technology Ecosystem
JUST REFINERS USA INC.	620 GREG ST	SPARKS	Other
KARBON	100 N Arlington Ave. Suite 200	RENO	Technology Ecosystem
KASSBOHRER ALL TERRAIN VEHICLES INC.	8850 DOUBLE DIAMOND PKWY	RENO	Manufacturing
KEEFE GROUP	55 VISTA BLVD. STE. #101	SPARKS	Logistics and Distribution

List of Employers in the Reno Area (cont.)			
Company Name	Address	City	Sector
KIMMIE CANDIES	405 EDISON WY	RENO	Manufacturing
KINEDYNE	640 MAESTRO DR # 102	RENO	Logistics and Distribution
KOCH BUSINESS SOLUTIONS	5905 S. VIRGINIA STE. 200	RENO	Technology Ecosystem
KOYO BEARINGS NORTH AMERICA	640 MAESTRO DR # 103	RENO	Logistics and Distribution
LADDAWN	650 LILLARD DR	SPARKS	Manufacturing
LAKESHORE PADDLEBOARD	892 MAESTRO DR #100	RENO	Logistics and Distribution
LAMTEX COMPOSITES	1236 GLENDALE	SPARKS	Manufacturing
LASCO FITTINGS	8020 VIRGINIA ST	RENO	Logistics and Distribution
LEADING EDGE PRODUCTS INC.	5355 CAPITAL CT. STE.111	RENO	E-Commerce Fulfillment
LEAK ALERT	5475 RENO CORPORATE DR. STE #100	RENO	Manufacturing
LEAP FORWARD	10589 DOUBLE R. BLVD.	RENO	Manufacturing
LEFIELL CO.	5601 ECHO AVE.	RENO	Manufacturing
LEGACY SPORTS INTERNATIONAL	4750 LONGLEY LANE STE.#208	RENO	Logistics and Distribution
LEGACY SUPPLY CHAIN SERVICES	5360 CAPITAL COURT STE.# 100	RENO	Logistics and Distribution
LEGACY TRANSPORTATION SERVICES	880 N. HILLS BLVD	RENO	Logistics and Distribution
LEVITON	96 ISIDOR COURT	SPARKS/WC	Logistics and Distribution
LIFECYCLE SOLUTIONS	725 GREG ST.	SPARKS	Clean Energy
LINCOLN ELECTRIC CUTTING SYSTEMS	1170 TRADEMARK #101	RENO	Manufacturing
LITHIUM NEVADA CORP.	3685 LAKESIDE DR.	RENO	Other
LOGISTICS & DISTRIBUTION	14331 LEAR BLVD.	RENO	Logistics and Distribution
LRES CORP	241 RIDGE ST.	RENO	Financial
LSC COMMUNICATIONS	14100 LEAR BLVD.	RENO	Manufacturing
LUX DYNAMICS	1350 CAPITAL BLVD	RENO	Manufacturing
MA CLINE'S COFFEE WITH SUPER MUSHROOMS	RENO TOWN MALL	RENO	E-Commerce Fulfillment
MACPHERSON'S	8770 TECHNOLOGY WAY	RENO	Logistics and Distribution
MAINFREIGHT	12040 MOYA BLVD	RENO	Logistics and Distribution
MARATHON INDUSTRIES	45 VISTA BLVD, Ste 102	SPARKS	Manufacturing
MARMOT	8730 MILITARY RD STE 100	RENO	Logistics and Distribution
MARY'S GONE CRACKERS	9480 N. VIRGINIA	RENO	Manufacturing
MAX PACKAGING	6990 RESOURCE DR.	RENO	Logistics and Distribution
MB AMERICA	8730 TECHNOLOGY WY.	RENO	Other
McGINNIS & ASSOCIATES LLC	2655 ROSE MIST	RENO	Other
McKERNAN PACKAGING CLEARING HOUSE	800 S. ROCK BLVD.	RENO	Logistics and Distribution
MD LOGISTICS	12125 MOYA BLVD.	RENO	Logistics and Distribution
MECHMAN ALTERNATORS	1080 LINDA WAY	SPARKS	Manufacturing
MEGAWATT CONSULTING	2460 TELLURIDE DR.	RENO	Other
MERI MERI	4945 AIRCENTER CIR. STE 101	RENO	E-Commerce Fulfillment
MERIT BRASS	200 VISTA BLVD #106	SPARKS	Logistics and Distribution
MICROMETL	905 SOUTHERN WAY	SPARKS	Manufacturing
MICROSOFT	6840 SIERRA CENTER PKWY BLDG B	RENO	Technology Ecosystem
MINE DEVELOPMENT ASSOCIATES	210 SOUTH ROCK BLVD.	RENO	Back Office, Business Support
MISHIMOTO AUTOMOTIVE	38 ISIDOR CT STE 160	SPARKS/WC	Logistics and Distribution
MITEL	885 TRADEMARK DR	RENO	Technology Ecosystem
MOBE	750 EAST FIFTH ST.	RENO	Health, Medical
MOMAR INDUSTRIES	645 EDISON WAY	RENO	Manufacturing
MOMENT SKIS	1060 MARIETTA	SPARKS	Manufacturing
MONSOON FURNITURE	945 SPICE ISLAND DR #A	SPARKS	Logistics and Distribution
MORNINGSTAR RECRUITMENT, INC	9190 DOUBLE DIAMOND PKWY STE 148	RENO	Other
MOTORSPORT TECH	280 SOUTH ROCK BLVD STE 100	RENO	Manufacturing
MULTI-PHASE TECHNOLOGIES	1430 GREG ST. STE 503	SPARKS	Manufacturing
N & N PRODUCTIONS	5540 HIGH ROCK WAY	SPARKS	Manufacturing
NATIONAL CART	305 WESTERN RD.	RENO	Manufacturing
NATURE'S BAKERY	1150 TRADEMARK SUITE #101	RENO	Manufacturing
NEO MEDICAL	1375 GREG ST. #108	SPARKS	Manufacturing
NEVADA NANO	1315 GREG ST. SUITE 103	SPARKS	Technology Ecosystem
NEVADA PRECISION METROLOGY	8555 DOUBLE R BLVD #105	RENO	Manufacturing
NEWEST COMPUTERS INC.	1880 DONALD ST	RENO	Manufacturing
NEWGISTICS	ISIDOR CT.	SPARKS	Logistics and Distribution
NO IP	5905 S. VIRGINIA STE. 200	RENO	Technology Ecosystem
NOBLE STUDIOS	50 W. LIBERTY STREET SUITE #800	RENO	Technology Ecosystem
NOW FOODS	575 VISTA BLVD.	SPARKS	Manufacturing
N-STYLE ID	P O BOX 5965	INCLINE VILLAGE	E-Commerce Fulfillment
NU-CLEAN	5601 ECHO AVE.	RENO	Manufacturing
NUTRIENT FOODS	110 WOODLAND	RENO	Manufacturing
ON AIR DIRECT	945 SPICE ISLAND DR	SPARKS	Logistics and Distribution
ONE CONTACT	1175 FINANCIAL BLVD.	RENO	Back Office, Business Support
ONLINE LABELS	46 ISIDOR CT. STE. 102	SPARKS/WC	Manufacturing
ONLINETECHSTORES.COM	500 DAMONTE RANCH PKWY STE 944	RENO	E-Commerce Fulfillment
ONSTRATEGY	465 COURT ST.	RENO	Technology Ecosystem
ONTRAC	45 VISTA BLVD. SUITE #101	SPARKS	Logistics and Distribution
OPEN AIR DYNAMICS	1484 KLEPPE LN	SPARKS	Logistics and Distribution
OREST EXPRESS	1871 DEMING WY.	SPARKS	Logistics and Distribution
ORMAT TECHNOLOGIES INC.	6225 NEIL RD.	RENO	Clean Energy
PACIFIC CHEESE	850 DOUBLE DIAMOND PKWY.	RENO	Manufacturing
PANAVISE PRODUCTS INC.	7540 COLBERT DR	RENO	Manufacturing
PARIS BUSINESS PRODUCTS	667 SPICE ISLAND DR. STE. 103	SPARKS	Logistics and Distribution
PASO ROBLES TANK INC.	775 E. GLENDALE AVE.	SPARKS	Manufacturing

List of Employers in the Reno Area (cont.)			
Company Name	Address	City	Sector
PATAGONIA	8550 WHITE FIR ST.	RENO	Logistics and Distribution
PATERSON PACIFIC PARCHMENT CO	625 GREG ST.	SPARKS	Manufacturing
PBS WEST	825 MAESTRO DR.	RENO	Back Office, Business Support
PENTAIR	9025 MOYA BLVD.	RENO	Manufacturing
PERFORMANCE COMPOSITES	4902 AMPERE DR	RENO	Manufacturing
PERFORMANCE PIPE	14381 LEAR BLVD.	RENO	Manufacturing
PERTICI	5350 CAPITAL CT #107	RENO	Manufacturing
PESTMASTER	9716 S. VIRGINIA ST. STE E	RENO	Other
PETCO	9050 RED ROCK RD	RENO	Logistics and Distribution
PHILLIPS MOTOR SPORTS	8995 TERABYTE COURT BLDG. H	RENO	Logistics and Distribution
PHOENIX TEXTILE CORPORATION	966 SPICE ISLAND DR.	SPARKS	Logistics and Distribution
PINPOINT DIRECTABLE	3195 GREENSBURG CIRCLE	RENO	Technology Ecosystem
PLANETARY PINBALL	75 ISIDOR CT STE 103	SPARKS	Logistics and Distribution
PNX Botanicals	2385 Glendale	Sparks	Manufacturing
PODS	885 TRADEMARK DR	RENO	Call Center
POWER SONIC	365 CABELA DR	RENO	Logistics and Distribution
POWER UP PRODUCTS	82 HARDS	SPARKS	Manufacturing
PRAXAIR, INC.	1300 GLENDALE AVE	SPARKS	Logistics and Distribution
PRECISION VALVE	4850 JOULE ST. A4	RENO	Manufacturing
PROTOTYPE CONCEPTS	4902 AMPERE DR	RENO	Manufacturing
PYRAMID MANUFACTURING CORPORATION	1155 WATSON WAY #3	SPARKS	Manufacturing
QUALITY BICYCLE PRODUCTS	10990 Lear Blvd. Ste #101	RENO	Logistics and Distribution
QUALITY PLASTICS	1685 INDUSTRIAL WY	SPARKS	Manufacturing
QUANTUMMARK	639 ISBELL RD STE 350	RENO	Other
R.A.N. PERFORMANCE INC.	1455 DEMING WAY #33	SPARKS	Manufacturing
RAILROAD INDUSTRIES INC.	1575 DELUCCHI LN # 106	RENO	Back Office, Business Support
RANPAK	9150 MOYA BLVD. SUITE C	RENO	Manufacturing
REAL SPIRIT USA	320 S.ROCK BLVD STE.210	RENO	Logistics and Distribution
REDDAWAY TRUCKING	1875 INDUSTRIAL WAY	SPARKS	Logistics and Distribution
RELIABLE MANAGEMENT SOLUTIONS	9604 PROTOTYPE CT	RENO	Back Office, Business Support
RENO CERAKOTE	4674 AIRCENTER CIRCLE	RENO	Manufacturing
RENOWN BEARING LLC	726 SPICE ISLAND DR	SPARKS	Logistics and Distribution
RENOWN LOGISTICS	1105 W. 2ND ST STE. 313	RENO	Logistics and Distribution
REPLICO	9175 MOYA BLVD. SUITE A	RENO	Logistics and Distribution
REVISION BREWING	380 S. ROCK BLVD.	SPARKS	Manufacturing
RFXCEL	5385 RENO CORPORATE DR STE 200	RENO	Technology Ecosystem
RINNAI	650 VISTA BLVD	SPARKS	Logistics and Distribution
RIX INDUSTRIES	960 DEMING WY.	SPARKS	Manufacturing
ROGUE GAMING STUDIO	50 W. LIBERTY STREET	RENO	Gaming
ROLLERNET	3545 AIRWAY DR STE 114	RENO	Technology Ecosystem
RUBIK	320 FLINT ST	RENO	Other
RUGBY IPD DISTRIBUTION	990 EAST GREG STREET	SPARKS	Logistics and Distribution
RUST BULLET	300 BRINKBY	RENO	Logistics and Distribution
S&A AUTOMOTIVE	6645 ECHO AVE STE B	RENO	Logistics and Distribution
SAIA FREIGHT	1300 FRANKLIN WAY	SPARKS	Logistics and Distribution
SALLY BEAUTY SUPPLY	9975 MOYA BLVD.	STEAD	Logistics and Distribution
SANMAR CORPORATION	450 INGENUITY AVE	SPARKS/WC	Logistics and Distribution
SANOFI PASTEUR	1025 SANDHILL RD.	RENO	Logistics and Distribution
SCIENTIFIC GAMES CORPORATION	900 SANDHILL RD.	SPARKS	Technology Ecosystem
SEECO SWITCH	5355 CAPITAL CT STE 104	RENO	Manufacturing
SERVER TECHNOLOGY	1040 SANDHILL RD.	RENO	Manufacturing
SFI USA	10439 DOUBLE R BLVD.	RENO	Manufacturing
SHORTSTACK	8565 Double R	RENO	Technology Ecosystem
SIERRA CHEMICAL CO.	2302 LARKIN CIRCLE	SPARKS	Manufacturing
SIERRA NEVADA CORPORATION	444 SALOMON CIRCLE	SPARKS	Aerospace, Aviation and Defense
SIERRA PACKAGING & CONVERTING	11005 STEAD BLVD.	RENO	Manufacturing
SIERRA SCIENCES	250 S. ROCK BLVD. #130	RENO	Health, Medical
SILVER STATE WIRE & CABLE	50 E. GREG ST. SUITE 113	SPARKS	Manufacturing
SIMCO IMPORTED SHOES	1480 KLEPPE LANE	SPARKS	Logistics and Distribution
SK FOOD GROUP	5555 QUAIL MANOR CT. STE. #100	RENO	Manufacturing
SKS BOTTLE & PACKAGING INC.	46 ISIDOR CT. SUITE # 106	SPARKS/WC	Logistics and Distribution
SMITH POWER PRODUCTS INC.	8 GLENDALE AVE	SPARKS	Manufacturing
SONWIL	9085 Moya Blvd Suite 300	RENO	Logistics and Distribution
SOUNDMATTERS	8060 DOUBLE R BLVD.	RENO	Logistics and Distribution
SOUTH WIN LTD.	1280 SOUTHERN WAY	SPARKS	Manufacturing
SOUTHERN PROSTHETIC SUPPLY	4999 AIRCENTER CIRCLE STE#103	RENO	Logistics and Distribution
SPALDING LABS	P.O. BOX 10000	RENO	E-Commerce Fulfillment
SPECTIR	9390 GATEWAY DR. STE. #100	RENO	Logistics and Distribution
SPEED OF AIR	3570 BARRON WY. STE. A	RENO	Technology Ecosystem
SPIN GAMES	100 N. ARLINGTON AVE. STE. #370	RENO	Gaming
SPORTIF WHOLESALE INC.	1415 GREG ST. #101	SPARKS	Logistics and Distribution
SPORTS ATTACK	P O BOX 1529	VERDI	Manufacturing
SSC LABS	UNR-DEPT OF ENGINEERING BLDG	RENO	Technology ecosystem
STANDARD PROCESS	6550 Longley Ln Suite 140	RENO	Logistics and Distribution
STEDHAM ELECTRONICS CORPORATION	8545 DOUBLE R STE. 101	RENO	Manufacturing
STITCH N PRINT	2890 VASSAR ST. #B	RENO	Other
STODDARD NLA LLC	1281 TERMINAL WAY #123	RENO	Back Office, Business Support

List of Employers in the Reno Area (cont.)			
Company Name	Address	City	Sector
STRIDE INC.	820 GENTRY WAY	RENO	Manufacturing
STRYKAGEN	UNR	RENO	Health, Medical
SUMMIT RACING	960 E. GLENDALE AVE.	SPARKS	Logistics and Distribution
SUNIE SEIKI TECHNOLOGY	21 FREEPORT BLVD.	SPARKS	Other
SUNRISE ENVIRONMENTAL SCIENTIFIC	850 INDUSTRIAL WY.	SPARKS	Manufacturing
SUNSCIENCE CORP.	1325 AIRMOTIVE WAY #264	RENO	Clean Energy
SUNWORLD USA	3445 AIRWAY DR. STE. A	RENO	Clean Energy
SUREFIRE LLC	4750 LONGLEY LANE STE. #201	RENO	Manufacturing
SUSTAINABLE FURNITURE	13805 MT ANDERSON	RENO	Manufacturing
SWAN HOSE	909 E. GLENDALE RD.	SPARKS	Manufacturing
SYNVAIVE TECHNOLOGY INC.	8690 TECHNOLOGY WAY	RENO	Logistics and Distribution
TACTICAL AIR SUPPORT	14505 MOUNT ANDERSON	RENO	Aerospace, Aviation and Defense
TAGG LOGISTICS	1385 GREG ST.	SPARKS	Logistics and Distribution
TAHOE RESOURCES INC.	5190 NEIL RD. STE.#460	RENO	Mining
TAHOE TRAIL BAR	P O BOX 70322	RENO	Logistics and Distribution
TANTUS INC.	1096 Spice Island Drive, Suite 100	SPARKS	Manufacturing
TECNO DISPLAY INC.	670 DUNN CIRCLE	SPARKS	Manufacturing
TECO-WESTINGHOUSE MOTOR CO.	966 UNITED CIR	SPARKS	Logistics and Distribution
TELEADAPT	1315 GREG ST STE 110	SPARKS	Technology Ecosystem
TELEPERFORMANCE	2863 NORTH TOWN LN	RENO	Back Office, Business Support
TEMPERATURE	4995 AIRCENTER CIRCLE	RENO	Manufacturing
TERRACORE	5301-D Longley Ln suite 157	RENO	Other
TERRAIN PHARMACEUTICALS	50 WEST LIBERTY STE 1080	RENO	Health, Medical
TERRASOURCE SOFTWARE	210 S. ROCK BLVD.	RENO	Back Office, Business Support
TESSCO TECHNOLOGIES	4775 AIRCENTER CIRCLE	RENO	Logistics and Distribution
TESTWAVE	1515 GREG STREET	SPARKS	Technology Ecosystem
THE IMPETUS AGENCY	661 SIERRA ROSE DRIVE	RENO	Back Office, Business Support
THE NATURE'S BOUNTY CO.	1430 E. GREG ST. 103	SPARKS	Logistics and Distribution
THE WOOSTER BRUSH COMPANY	4960 JOULE ST.	RENO	Logistics and Distribution
THERMO FISHER SCIENTIFIC	2070 BRIERLY WAY	SPARKS	Logistics and Distribution
THOMAS PETROLEUM	995 S. McCARRAN STE.#103	SPARKS	Logistics and Distribution
TnB ENTERPRISES INC.	845 DEMING WAY	SPARKS	Manufacturing
TRADEMARK GLOBAL	9470 N. VIRGINIA ST	RENO	E-Commerce Fulfillment
TRAINERROAD	100 ARLINGTON AVE. STE. #100	RENO	Technology Ecosystem
TRANS WORLD HEALTH	10509 PROFESSIONAL CIRCLE SUITE #201	RENO	Technology Ecosystem
TREEHOUSE FOODS	1055 E GREG ST	SPARKS	Manufacturing
TRIAD TECHNOLOGIES	8900 DOUBLE DIAMOND PKWY	RENO	Manufacturing
TRINITY APPLIED INTERNET	1285 BARING BLVD. #508	SPARKS	Technology Ecosystem
TRIPP PLASTICS	250 GREG ST.	SPARKS	Manufacturing
TRULY GOOD FOODS	1580 HYMER WAY	SPARKS	Logistics and Distribution
TURN 14	12035 MOYA BLVD STE 107	RENO	Logistics and Distribution
TWISTED METAL WORKS	130 WOODLAND AVE.	RENO	Manufacturing
U.S. POLYCO INC.	175 SALOMON CIRCLE	SPARKS	Manufacturing
UNDERSTAND.COM	5475 RENO CORPORATE DR. STE #500	RENO	Back Office, Business Support
UNITERS NORTH AMERICA LLC	990 NORTH HILLS	RENO	Other
UPS SUPPLY CHAIN SOLUTIONS INC.	301 VISTA BLVD.	SPARKS	Logistics and Distribution
URBAN OUTFITTERS	12055 MOYA	RENO	Logistics and Distribution
US FOODS	850 NORTH HILLS BOULEVARD	RENO	Logistics and Distribution
USA FLEET SOLUTIONS	169 CADILLAC PLACE	RENO	Technology Ecosystem
VALLEY TECH SYSTEMS	5595 EQUITY AVE STE. 500	RENO	Aerospace, Aviation and Defense
VANDER	742 SPICE ISLANDS DR	SPARKS	Logistics and Distribution
VEKA WEST	14250 LEAR BLVD	RENO	Manufacturing
VELUX	38 ISIDOR CT STE 100	SPARKS/WC	Logistics and Distribution
VIA SEATING	205 VISTA BLVD.	SPARKS	Manufacturing
VIEGA LLC	12040 MOYA SUITE #107	RENO	Logistics and Distribution
VIGILANT CANINE SERVICES	5601 ECHO AVE.	STEAD	Other
VISTAPRINT	9250 RED ROCK RD	RENO	Manufacturing
VITAL SYSTEMS	4999 AIRCENTER CIRCLE, STE. #11	RENO	Manufacturing
VITAMIX	38 ISIDOR CT STE 170	SPARKS/WC	Logistics and Distribution
WALKENHORST'S	445 Ingenuity Ave	SPARKS (WCO)	Logistics and Distribution
WASCO	6645 ECHO AVE.	STEAD	Logistics and Distribution
WATER SAFETY CORP. DBA WATER CHEF	3760 BARRON WAY	RENO	E-Commerce Fulfillment
WATTS REGIONAL DISTRIBUTION CENTER	780 SPICE ISLANDS DR	SPARKS	Logistics and Distribution
WEGMANN AUTOMOTIVE USA INC.	1498 KLEPPE LANE	SPARKS	Logistics and Distribution
WEST-PACK INC	2225 E. GREG ST. #3107	SPARKS	Other
WHISPER JET INC.	1880 GENTRY WY.	RENO	Aerospace, Aviation and Defense
WIND-LOCK	3895 CORSAIR ST.	RENO	Logistics and Distribution
WINZER	4795 LONGLEY LANE	RENO	Logistics and Distribution
WORLD WIDE FITTINGS	708 SPICE ISLAND DR	RENO	Logistics and Distribution
WORLDPAK, LLC.	300 E. PARR BLVD	RENO	Manufacturing
WORLDWIDE CYCLERY	165 Design Place	RENO	Logistics and Distribution
XPERTX	5301 LONGLEY LANE #H-118	RENO	Gaming
XPLORIT	924 INCLINE WAY STE. B	INCLINE VILLAGE	Technology Ecosystem
XPO LOGISTICS	5340 KIETZKE LN STE.103	RENO	Logistics and Distribution
YRC FREIGHT	1650 KLEPPE LN	SPARKS	Logistics and Distribution
Z LINE KITCHEN & BATH	984 E. GREG ST.	RENO	Logistics and Distribution
ZAZZLE	811 SANDHILL RD	RENO	E-Commerce Fulfillment
ZIEGLER & AMES	755 LILLARD DR. SUITE #108	SPARKS	Logistics and Distribution

Source: EDAWN ER List 4/2020; LSC 2020.



Appendix D: Resource Inventory

The following list of services is based off of the Resource Inventory included in the previous 2015 Social Services Plan. This inventory has been updated to reflect more current information as well as additional available resources.

RESOURCE INVENTORY

Senior Services

Daybreak Adult Day Care Services (Washoe County Senior Services)

Disabled and elderly in need of care and recreation; meal and snacks; respite for caregivers; RN, LPN and social worker on staff; county health aid; Medicare; fee based.
155 E. 9th St., Reno, NV 89512
775-328-2575

https://www.washoecounty.us/seniorsrv/adult_day_health/index.php

8:00 a.m. - 5:00 p.m. Monday through Friday

Note: Program is currently closed due to Covid-19.

Foster Grandparent Program

Volunteers for schools reading and math programs; drug courts; mentors; child care facilities, 55+. Provides training, counseling, part-time employment for low-income seniors; no fee to eligible seniors, 55+.

775-358-2768

<https://www.nationalservice.gov/programs/senior-corps/senior-corps-programs/fostergrandparents>

Hosanna Home Women's Transitional Shelter

Shelter and vital services for women who are homeless.

775-232-5416

<https://hosannahome.org/>

Senior Bridges

Provides outpatient treatment for anxiety, depression. Inpatient-acute mental health treatment. Medicare/Medicaid, insurance. Emergency after 4:00 p.m.

2385 E. Prater Way, Suite 302, Sparks, NV 89434

<https://www.nnmc.com/services/senior-bridges-behavioral-health>

Senior Community Service Employment Program (AARP)

Employment assistance for low-income seniors 55+. No charge.

244 Claremont St., Reno, NV 89502

775-323-2243

<https://www.aarp.org/aarp-foundation/our-work/income/scsep/>

Senior Companion Program

Provides companionship, transportation, shopping, assistance with application at no charge.

406 Pyramid Way, Sparks, NV 89431

775-358-2322

<https://www.nationalservice.gov/programs/senior-corps/senior-corps-programs/senior-companions>

Washoe County Senior Services Center

Senior Center, adult daycare; home delivered meal program; senior law project; social services; county library, ages 60+.

1155 E. 9th St., Reno, NV 89512

775-328-2575

<https://www.washoecounty.us/seniorsrv/>

Shelters and Homelessness Aid

Casa de Vida

Residential and transitional housing for pregnant teens.

775-329-1070

<http://www.casadevidareno.org/>

City of Reno Housing Authority

Supplies public housing and a moderate rehabilitation program. Gives section 8 vouchers, applications, information and referrals.

1525 E. 9th St., Reno, NV 89512

775-329-3630

<http://www.renoha.org/>

Domestic Violence Resource Center (Formerly to Committee to Aid Abused Women)

Shelter, food, clothing, and community referrals for women and children.

1735 Vassar St., Reno, NV 89502

775-329-4150

<https://domesticviolenceresourcecenter.org>

The Empowerment Center

Recovery-oriented system of care, including housing to homeless women and veterans who have completed or are currently enrolled in an American Society of Addiction Medicine (ASAM) level of addiction treatment.

7400 S. Virginia St., Reno, NV 89511

775-853-5441

<https://empowermentcenternv.org/>

Family Shelter

The Family Shelter is comprised of 21 units for adult(s) and children, with one room accommodating families of as many as 10 people; one room designed for as many as eight people; one room for as many as six people; and 18 rooms designed to accommodate as many as four people. In addition, there are six rooms for pregnant women in their third trimester, or for single moms with babies (age 2 and younger).

325 Record St., Reno, NV 89512

775-329-4141

<https://www.voa-ncnn.org/northern-nevada>

HUD-VASH Housing

Housing choice vouchers, rental assistance, case management and clinical services for homeless veterans.

775-786-7200

http://portal.hud.gov/hudportal/HUD?src=/program_of-fices/public_indian_housing/programs/hcv/vash

Northern Nevada H.O.P.E.S.

Case management, intake, eligibility, food bank, housing, transportation and free HIV testing. Must be HIV positive.

580 W. 5th St., Reno, NV 89503

775-786-4673

<http://www.nnhopes.org/>

Reno-Sparks Gospel Mission

Cold weather emergency shelter for men and women. Free residential drug treatment program, food, clothing vouchers, and evening meals.

355 Record St., Reno, NV 89512

775-825-4424

<http://www.rsgm.org/>

Reno-Sparks Indian Housing

Low-income housing for those enrolled in the Reno-Sparks Indian Colony.

9055 Eagle Canyon Dr., Sparks, NV 89436

775-786-3363

<http://www.rsic.org/community.asp?action=housing>

Salvation Army

For men, offers shelter and transitional living, adult rehabilitation center, adult program services, drug and alcohol treatment, family counseling services, case work services, youth services, and a character-building program.

2300 Valley Rd., Reno, NV

775-688-4570

<http://www.salvationarmyusa.org>

St. Vincent's Residence

Studio apartments for low monthly rent. It is section 8 housing.

395 Gould St., Reno, NV 89502

775-322-2143

<http://www.svresidency.com/>

Food Aid Services

Soup Kitchens

St. Vincent's Dining Room
Lunch free of charge.
11:30 a.m. – 12:30 p.m. Monday – Saturday.
No requirements to be served.
325 Valley Rd., Reno, NV 89512
775-329-5363
<http://www.ccsnn.org/>

Faith Lutheran Church

Every Monday from 1:00 p.m. to 3:00 p.m.
Fresh produce only on the first three Mondays of the month.
2075 W. 7th St., Reno, NV 89503
775-747-3246
<http://www.faithlutheranreno.org>

First United Methodist Church

Every other Saturday at 9:30 a.m. Need photo ID.
209 W. 1st St., Reno, NV 89501
775-322-4564
<http://www.renofirstmethodist.org>

Food Pantries

Desert Springs Baptist Church

Must have photo ID to receive food.
2301 Kings Row, Reno, NV 89503
775-746-0692
Saturday, 9:00 a.m. - 1:00 p.m.

Food Bank of Northern Nevada Mobile Pantry

Please see link to access current calendar.
550 Italy Dr., Sparks, NV 89437
775-331-3663
<http://fbnn.org/Howwework/fooddistribution/Mobilepantry>

Nevada Urban Indians

Need a referral for services.
Monday – Wednesday, 9:00 a.m. - 3:00 p.m.
6512 S. McCarran Blvd., Suite A | B | C, Reno, NV 89509
775-788-7600
<http://www.nevadaurbanindians.org/>

The Salvation Army Food Bank

Need picture ID, proof of current address, proof of income, and proof of age for children. Food is given every 2 months.
1931 Sutro St., Reno, NV 89512
775-688-4555
9:00 a.m. – 11:00 a.m., 12:30 p.m. – 1:15 p.m.
Bread and pastries only.
1:30 p.m. – 3:30 p.m.

St. Vincent's Food Pantry

May utilize services once a month and need a photo ID.
500 E. 4th St., Reno, NV 89512
775-786-5266
<http://www.stvincentsfoodpantry@ccsnn.org/>
Monday – Friday, 9:00 a.m. – 5:00 p.m.
Saturday, 9:00 a.m. – 3:00 p.m.

Clothing & Thrift Store

The ACT Program

Provides assistance with Hepatitis C and cancer medications. May have income or insurance.
800-521-7157

Good Shepherd Clothes Closet

Free clothing provided with voucher from the community.
335 Record St., Reno, NV 89523
775-348-0605
<http://www.gsccreno.org/>

Good Will Industries

Sells donated clothes and housewares at a reduced price.
2424 Oddie Blvd., Reno, NV 89509
775-358-6444
5030 Las Brisas Blvd., Unit A-1, Reno, NV 89523
775-787-7373
<http://m.goodwill.org/>

Reno-Sparks Gospel Mission

Free clothing for women and children only.
Apply for voucher at 145 W. 3rd St.
75 E. 4th St., Reno NV 89512
775-786-4499
<http://www.rsgm.org/>

Salvation Army Thrift Store

Low cost clothing and housewares. A voucher is available at Salvation Army Social Services.
1925 Sutro St., Reno, NV 89512
775-688-4588
341 Wells Ave., Reno, NV 89502
775-688-2240
<http://www.salvationarmyusa.org/usn/www.usn.2.nsf>

St. Vincent's Thrift Shop

Every dollar spent at the St. Vincent's Thrift Shop is used to provide food for the Food Pantry and the Dining Room. The thrift store has the best selection of furniture, clothing, and household items in the area.
500 E. 4th St., Reno, NV 89512
775-322-9824
3050 Kietzke Ln., Reno, NV 89502
775-284-2692
<http://www.catholiccharitiesnorthernnevada.org/thrift.html>

WARC Thrift Stores

Low cost household items, clothing, and other items.
790 Sutro St., Reno, NV 89512
775-333-1151
560 Gentry Way, Reno, NV 89502
775-825-1972

Medical Services

Access to Healthcare Network (AHN)

A non-profit medical discount plan for uninsured and underinsured Nevadans. AHN offers affordable healthcare services to members and their families. As a member you can receive care at greatly discounted rates from a network of local doctors, hospitals and other healthcare providers.

4001 S. Virginia St., Suite F, Reno, NV 89502
775-284-8989
www.accesstohealthcare.org

American Cancer Society

A non-profit organization that provides programs and services to help manage cancer treatment and recovery and find emotional support. In addition, ACS offer help with smoking cessation. All services are free.
691 Sierra Rose Dr. Ste A, Reno, NV 89511
775-329-0609
www.cancer.org

C*A*R*E Chest of Sierra Nevada

A non-profit organization that provides free medical equipment and supplies to Northern Nevadans in need, including durable medical equipment, diabetic supplies and medications, emergency prescriptions, liquid nutrition (enteral), nebulizers, and consumable medical supplies.
7910 N. Virginia St., Reno, NV 89506
775-829-CARE (2273)
www.carechest.org

Care Chest

CARE Chest is a Northern Nevada nonprofit agency serving individuals in need by providing medical resources, free of charge.
7910 N. Virginia St., Reno, NV 89506
(775) 829-227
<https://carechest.org/site/>

Concentra

Provides a range of services including treatment for cough, cold and flu, sore throats and sinus infections, cuts and scratches, broken bones, allergies and asthma, sprains and strains, headaches, ear and eye infections, physical examinations, vaccinations, preventive screenings, lab tests and X-rays, travel health, pharmacy services, specialist services.
6410 S. Virginia St., Reno, NV 89511
775-322-5757, 7:00 a.m. – 7:00 p.m. Monday – Friday, 9:00 a.m. – 4:00 p.m. Saturday
1530 E. 6th St., Reno, NV 89512

775-322-5757,
Monday – Friday, 8:00 a.m. – 5:00 p.m.
255 Glendale Ave., Ste. 12, Sparks, NV 89431
775-356-8181,
Monday – Friday, 7:00 a.m. – 6:00 p.m.
www.concentra.com

The Children's Clinic

The Children's Clinic provides medical care for pediatric patients from newborns to teenagers, including free immunizations to patients 18 years old and younger, Head Start physicals, sick and well visits, and nutrition counseling. The Well Women's Clinic provides medical care aimed especially at female concerns, including services such as Pap smears, STD counseling, pregnancy tests, and physical exams for both gynecological and non-gynecological concerns. Unfortunately, we cannot offer pregnancy care. All clinics are held at the Family Medicine Center on the University of Nevada campus. It is located at the corner of 17th St and East Stadium Way, directly northeast of the football stadium on the north side of the university campus. Bus Route 7 to N Virginia St or the free Sierra Spirit bus will both take you there.

775-784-6180

<http://studentoutreachclinic.org/>

Client Assistance Program (CAP)

Provides assistance/advocacy for vocational rehabilitation; blind services; independent living; free service of State of Nevada.

1325 Corporate Blvd., Ste. #177, Reno, NV 89502

775-684-4040

HAWC Clinic (Health Access Washoe County)

A non-profit organization that serves medically underserved populations by providing a comprehensive range of primary health care services based on patient income. In addition, HAWC programs provide services for dental, childhood immunizations, reproductive health, prescription assistance, and screening for mental health and substance abuse issues.

HAWC Medical/Dental Center

1055 S. Wells Ave., #110, Reno, NV 89502
775-329-6300
HAWC Homeless Outreach
335 Record St., Ste 254, Reno, NV 89512
775-324-2599
<http://www.hawcinc.org/>

Northern Nevada Medical Center

2375 E. Prater Way, Sparks, NV 89434
775-331-7000 Hospital
775-354-4539 ER

Northern Nevada H.O.P.E.S.

A non-profit community health center based in downtown that offers medical care and support services including primary medical care, chronic disease management, behavioral health and counseling, social services, an on-site pharmacy, and more. HOPES accepts most insurance plans, Medicaid, Medicare, and the uninsured and offers discounted services on a sliding fee scale.

Hopes Clinic:

775-786-4673

580 W. 5th St., Reno, Nevada 89503

Monday – Thursday, 8:00 a.m. – 7:00 p.m.

Friday, 8:00 a.m. – 5:00 p.m.

Closed 12:00 – 1:00 p.m. for lunch

Hopes Pharmacy:

775-348-1306

580 W. 5th St., Reno, NV 89503

Closed 12:30-1:00 p.m. for lunch

Hopes Social Services and Behavioral Health:

775-348-2893

580 W. 5th St., Reno, NV 89503

Open during the lunch hour.

<http://www.nnhopes.org/>

Reno Host Lions Club

Provides assistance with vision exams and prescription glasses.

P.O. Box 2287, Reno, NV 89505

775-825-8811

www.renohostlions.org

Salvation Army Social Services

Provides kitchen starters (non-electrical); limited dental, vision, and prescription assistance; six months in patient male drug rehab; clothing vouchers.

1931 Sutro St., Reno, NV 89512
775-688-4555

Reno Cancer Foundation

Provider of multiple assistance programs which may provide financial assistance with prescriptions, insurance premiums, transportation and lodging.

1155 Mill St., Reno, NV 89502
775-329-1970

Renown Health Care Center Clinic

Family Medicine

Monday – Friday, 7:15 a.m. – 5:00 p.m.
21 Locust St., Reno, NV 89502
775-982-5270

Renown Regional Medical Center

Hospital/ ER

75 Pringle Way, Reno, NV 89502

Senior Care Plus (Hometown Health)

Senior Care Plus is a Medicare advantage organization with a Medicare contract.

775-982-3112 or 1-888-775-7003

www.hometownhealth.com

Senior Dimensions

A product of Health Plan of Nevada, an affiliate company of UnitedHealthcare, and Nevada's first federally qualified health maintenance organization, Senior Dimensions offers members access to a range of plan options and services above and beyond Original Medicare.

800-704-2797

www.seniordimensions.com

St. Mary's Regional Medical Center

Hospital/ ER

235 W. 6th St., Reno, NV 89503
775-770-3000

Saint Mary's Neil Health Center

3915 Neil Rd., NV 89502

775-770-3780

Saint Mary's Sun Valley Clinic

5295 Sun Valley Blvd., Reno, NV 89433

775-674-5437

Saint Mary's — The Clinic at Walmart

Operated by St Mary's Medical Group, treats common ailments and offers routine services, including routine physical exams, acute bronchitis/cough, allergic conditions, minor conditions and injuries, diagnostic lab testing, counseling and diagnostic testing for common conditions. Preset pricing provides an affordable option for those without insurance.

Spanish Springs: 5065 Pyramid Highway, Sparks, NV 89436

Reno: 4855 Kietzke Ln., Reno, NV 89509

<http://www.saintmarysreno.com>

Saint Mary's- South Virginia Medical Clinic/ Walk-in Clinic

Provides medical care and TB testing

6580 S. Virginia St., Reno, NV

775-853-9959

TB Prevention and Control Clinic

Provides TB testing for homeless, epidemiology, active and latent TB management.

10 Kirman Ave., Reno, NV 89502

www.washoecounty.us/health/cchs/tb.html

UNR School of Medicine — Student Outreach Clinic

Operated by medical students at the University of Nevada School of Medicine under the guidance of licensed physicians. The purpose of the clinic is to provide free healthcare to those without insurance. Services include general and acute medical care, gynecological exams, immunizations, and discounted laboratory services. Services are provided on a first come, first serve basis. Services are only extended to those without medical insurance or those covered by Medicare and Medicaid. They are asking a \$5

flat rate fee for labs needed during a visit (cash only). Please note they cannot draw labs ordered by outside doctors. The General Clinic provides general medical care, including complete physical exams and nutrition counseling. Physical exams are done to help determine illness, but can also be done for school, work, or sports participation.

UNR School of Medicine — Family Medicine Center

Provides personal, primary care to all ages. Accepts Medicaid and insurance. Appointment only.

University of Nevada School of Medicine-Brigham Building, Reno, NV 89502

775-784-1533

Monday – Friday, 8:00 a.m. – 5:00 p.m.

<http://www.medicinenevada.com/>

Veteran’s Administration Medical Center

Hospital/ER

1000 Locust St., Reno, NV 89502

775-786-7200

Washoe County Chest Clinic

Provides skin testing, TB treatment; no charge if eligible; no testing for employment. Accepts Medicaid; no Medicare or insurance.

10 Kirman Ave., Reno, NV 89502

775-785-4785

Washoe County Health District

Community and Clinical Health Services (CCHS) provides communicable disease investigation and prevention; HIV counseling and testing; family planning, immunizations for children; hepatitis B prevention; sexually transmitted disease diagnosis, education and treatment; podiatry clinic, tuberculosis control program, child abuse and prevention. Accepts Medicaid and some insurance; sliding fee scale. No Medicare.

Physical address: 1001 E. 9th. St., Bldg. B, Reno, NV 89512

Mailing address: P.O. Box 11130, Reno, NV 89520

775-328-2441

healthweb@washoecounty.us

HIV program: 775-328-3647

Child and Adult Immunizations: 775-328-3647

Clinic appointments for family planning, HIV, STD and Teen Health Mall: 775-328-2470

Flu Hotline: 775-328-3724

Public Health Nursing: 775-328-2628

Tobacco Prevention and Control: 775-328-2442

Tuberculosis Control Program: 775-785-4785

<http://www.washoecounty.us/health/>

Washoe County Health District-Teen Health Mall/Clinic

Provides low cost STD and HIV/AIDS testing and family planning for teenagers age 12-19. physical address: 1001 E. 9th St. Bldg. B, Reno, NV 89512

7:30 a.m. – 5:00 p.m. (Monday, Tuesday, Thursday, Friday)

Phone hours: 9:00 a.m.–12:00 p.m. and 1:00 p.m.–4:00 p.m. (Monday, Tuesday, Thursday, Friday). Hours vary by date on Wednesday.

775-328-2470

Wisdom Thrift/Cancer Support Center

Provides services for persons diagnosed with cancer, including assistance with rent, utilities, food, prescriptions, medical supplies.

630 Gentry, Reno, NV 89502

775-829-4482

Women’s Healthcare

Renown Pregnancy Center

Provides prenatal health care and delivery of baby for women who have no income, low-income or are Medicaid patients only. Also provides pregnancy testing for a flat rate of \$5, with or without insurance and confirmation of pregnancy documentation. Accepts patients at 11 weeks pregnant. If Medicaid is pending they are placed on payment plan until Medicaid comes through. Patients are reimbursed for payments made to the clinic when Medicaid coverage is confirmed.

975 Ryland St., Suite 105, Reno, NV 89502
775-982-5640
Monday – Friday, 8:00 a.m. – 5:00 p.m.
Office on E. 2nd St. for patients with private insurance coverage.

Planned Parenthood

A nonprofit that provides a range of reproductive and general health services including birth control, pregnancy testing and options counseling, STD testing and treatment, HIV testing, breast and cervical cancer screening.

455 W. 5th St., Reno, NV 89503

775-688-5555

www.plannedparenthood.org

Women's Health Connection

Provides free breast and cervical cancer screening for low-income women 40-64 who are uninsured with no Medicaid/Medicare.

Pediatric Healthcare

Cleft Palate Clinic

The Northern Nevada Cleft Palate Clinic is a multi-disciplinary health care team housed within the Department of Speech Pathology and Audiology at the University of Nevada Reno. The team meets one time per month (usually on the first Friday) including plastic surgery, speech pathology, orthodontia, pediatric dentistry, oral-maxillary surgery, otolaryngology, audiology, genetics, and pediatrics. The Team evaluates about 150 children per year at no cost to the patient.

University of Nevada School of Medicine

775-682-7022

kbraun@medicine.nevada.edu

Cranial Facial Clinic — UNR

Provides services for patients 0 months to 21 years of age, facial syndromes, cleft palate, asymmetrical faces.

Nell J. Redfield Building, MSO 152 Reno, NV 89512

775-784-4887

Nevada Early Intervention Services

Evaluation and therapy for children from birth to three years of age with known or suspected developmental or physical disabilities and/or premature infants. You can refer your child directly to an Early Intervention program or you can have your child's physician or another professional make the referral for you. You will be assigned a service coordinator who will help you through the process.

2667 Enterprise Rd., Reno, NV, 89512

775-688-1341

http://health.nv.gov/BEIS_EarlyInterventionPgms.htm

Dental Services

HAWC Clinic

In addition to primary medical care, HAWC provides dental care on sliding fee scale. Sliding scale fee, also accepts Medicaid, NV Check-up and NV Care kids.

6490 S. McCarran Blvd. A49, Reno, NV 89509

775-825-6702

<http://www.hawcinc.org/index.php/programs-services>

Northern Nevada Dental Health Program (NNHP)

A program of Northern Nevada Dental Society that offers low-cost dental care to qualified children. The program provides preventive oral health care including: education, fluoride varnish, dental sealants and teeth cleaning. Comprehensive restorative health care including general dentistry and specialty care. Serves children to age 18 who live in Northern Nevada, children with Medicaid or Nevada Check-Up benefits, and children with no dental insurance and whole family meets program income guidelines

6770 S. McCarran Blvd., Ste. 102, Reno, NV 89512

775-870-4609

<https://www.nndental.org>

Salvation Army Social Services

Provides 1 dental extraction per lifetime.
Vision, eye exam and glasses available.
1931 Sutro St., Ste. 101, Reno, NV 89512
775-688-4555 (ask for social services)
3362 S. McCarran Blvd. #3362, Reno, NV

Small Smiles Dental Clinic

Dental clinic for children from low-income families.
3362 S. McCarran Blvd. #3362, Reno, NV 89502
775-329-5437
<http://www.smallsmiles.com/>

St. Mary's Mobile Dental Clinic

Provides general dental care including preventive and restorative services to qualified Medicaid and Nevada Check-up recipients. In addition to visiting "at-risk" schools within Washoe and Lyon Counties, the mobile van also operates on-site at Nell J. Redfield Clinic (5250 Neil Rd. in Reno) and various Scolari's Food and Drug locations.
775-250-6410

TMCC Dental Hygiene Clinic

A teaching clinic that accepts patients only if they are considered suitable as teaching cases. Treatment is performed by a student and will be supervised by a dentist and dental hygiene faculty. Services provided include: blood pressure screenings, radiographs, oral cancer screenings, pit and fissure sealants, adult/child cleanings, preventive dental education, topical fluoride treatments, periodontal scalings and root planing (with limitations), dental nutritional counseling and other related therapeutic services.
7000 Dandini Blvd., Reno, NV 89512
775-673-8247
<https://www.tmcc.edu/dental-hygiene>

Disability Services

Vision and Hearing

Networking Interpreting Service (Formerly Vital Signs). Provides interpreter referral services for the deaf in Northern Nevada. Fee based.

775-887-1998 or 800-284-1043

<http://networkinterpretingservice.com>

Services to the Blind and Visually Impaired (Nevada State Vocational Rehab)

Provides a variety of services to eligible individuals, whose vision is not correctable by general eye care. The Bureau helps individuals with vision disabilities make decisions about their future employment through evaluation and testing. The program also offers counseling and training to help individuals learn to maneuver safely. For those unable to work, the Bureau helps them with home management and daily living skills, mobility training, communications skills, low vision exams and aids and other services.

1325 Corporate Blvd., Reno, NV 89502

775-823-8100

https://detr.nv.gov/Page/Rehabilitation_Division

Northern Nevada Disability Resource Network

Provides access to a resource network connecting disabled, seniors and veterans to service providers in Northern Nevada.

775-440-9417

<https://nnvdaccess.com/>

United Cerebral Palsy of Nevada

740 Freeport Blvd. Ste. 101, Sparks, NV 89431

775-322-6555

<https://ucpnv.org/>

Mental Health Services

Crisis Call Center

Statewide resource directory; sexual assault and suicide prevention, rape crisis center, after-hours child and elder abuse reporting, survivor support groups; grief counseling referrals.

775-784-8090 24-hour crisis line and
800-885-4673 statewide resource directory

Mojave Adult, Child and Family Services

Ages 6-18 years. Medicaid fee for service only; comprehensive community services for psychiatric or emotional illnesses.

745 W. Moana Ln., Reno, NV 89509
775-334-3033

NAMI National Alliance on Mental Illness

NAMI is the National Alliance on Mental Illness, the nation's largest grassroots mental health organization dedicated to building better lives for the millions of Americans affected by mental illness. NAMI advocates for access to services, treatment, supports and research and is steadfast in its commitment to raise awareness and build a community for hope for all of those in need.

3100 Mill St., Reno, NV 98502
775-322-1346

<https://www.nami.org/Find-Your-Local-NAMI/Affiliate/Details?state=NV&local=0011Q000022GAQ1QAO>

Nevada Center for Excellence and Disabilities

University center for excellence on disabilities; positive behavior support, development and behavioral disabilities; all ages.

UNR College of ED, 4th floor - 1644 N. Virginia St., Rm 4090, Reno, NV 89503

775- 784-4921

<https://www.unr.edu/nced>

Northern Nevada Adult Mental Health Services (NNAMHS)

Community mental health center with a diagnostic and therapeutic center; 18 years of age or older and mentally ill; outpatient meds, clinics and housing placement. Sliding scale payments and Medicaid accepted.

480 Galletti Way, Sparks, NV 89502
775,688-2001

<http://mhds.nv.gov>

Northern Nevada Center for Independent Living

Advocates and referral services for people with physical and mental disabilities. Referrals for housing, jobs, benefits, application assistance, provides a deaf resource center that is state-funded. Must be referred.

999 Pyramid Way, Sparks, NV. 89431
775-353-3599

<http://nncil.org/>

Restart, Inc.

Mental health services; no charge for most persons; Social Security payee services available, fee charged

335 Record St. #155, Reno, NV 89512
775- 324-2622

<http://www.restartreno.org/>

Sierra Regional Center

Washoe County residents. Residential and financial support, work training for mental disability and related conditions. Adolescent services. Medicaid.

605 S. 21st St., Sparks, NV 89431
775-688-1930

<http://adsd.nv.gov/Programs/Intellectual/Intellectual/>

West Hills Assessment and Referral

Treat children, adolescents, adults for mental health issues; in/out patient; accepts Medicare/Medicaid.

1240 E. 9th St., Reno, NV 89512
800-242-0478

<http://www.westhillshospital.net/>

Vet Center Readjustment Counseling

Counseling, Homeless Assistance; must meet eligibility requirements.

5580 Mill St., Reno, NV 89502

775-323-1294

<https://www.vetcenter.va.gov/>

Substance Abuse

Alanon/ Alateen of Northern Nevada

An organization offering a 12-Step program for those who have been affected by someone else's drinking. They also offer zoom (web-based) meetings.

775-348-7103

<http://www.nevadaal-anon.org/>

Alcoholics Anonymous of Northern Nevada

Alcoholics Anonymous is a fellowship of men and women who share their experience, strength, and hope with each other that they may solve their common problem and help others to recover from alcoholism. The only requirement for membership is a desire to stop drinking. There are no dues or fees for A.A. membership; we are self-supporting through our own contributions. A.A. is not allied with any sect, denomination, politics, organization or institution; does not wish to engage in any controversy, neither endorses nor opposes any causes. Our primary purpose is to stay sober and help other alcoholics to achieve sobriety.

436 S. Rock Blvd., Sparks NV, 89431

775-355-1151

<http://www.nnig.org/>

Bristlecone Family Resource Center

Bristlecone Family Resources offers the most comprehensive addiction and mental wellness treatment and prevention services in northern Nevada. Bristlecone customizes treatment plans that then serve as a road map for clients in pursuit of a clean and healthy lifestyle for themselves and their families.

704 Mill St., Reno, NV 89502

775-954-1400

<http://bristleconereno.com>

Narcotics Anonymous of Northern Nevada

N.A.'s primary purpose is to carry the message of recovery. The purpose of the Public Information sub-committee is to ensure that clear and accurate information about N.A. is available to the public. This helps ensure an accurate perspective of recovery in N.A. and avoids self-promotion and personal grandiosity. Involvement in P.I. provides an excellent opportunity to learn our principles and help extend awareness of our fellowship. Carrying the message insures the growth of our members and the health of our fellowship.

<https://www.na.org/meetingsearch/text-results.php?country=USA&state=Nevada&city=Reno&zip=&street=&within=20&day=0&lang=&orderby=datetime>

Ridge House

Residential addiction treatment; community integration.

900 W. 1st St., Reno, NV

775-322-8941

<http://www.ridgehouse.org>

Salvation Army

Adult Rehabilitation Center, adult program services, drug and alcohol treatment, family counseling services, case work services, youth services, character building program.

2300 Valley Rd., Reno, NV

775- 688-4570

<http://www.salvationarmyusa.org/>

Sierra Sage Region Narcotics Anonymous (SSRNA)

Provides resources for finding recovery services.

775-322-4811

<http://sierrasagena.org/>

Step 1

Reno Residential recovery 12 Step Program, men only, weekly charges.

1015 N. Sierra St., Reno, NV 89503

775-329-9830

<http://step1inc.org/>

Step 2

STEP2 is a comprehensive substance abuse treatment program that provides women and their children suffering from chemical addiction, poverty, and domestic violence the opportunity to rebuild their lives. The result is self-sufficient healthy families.

3700 Safe Harbor Way Reno, NV 89512

775-787-9411

<http://www.step2reno.org/>

West Care Community Triage Center

Adult Males and Females 18 and older. Provides safe, medically supervised detoxification services. Triage services for persons with mental illness.

315 Record St., Reno, NV 89502

775-348-8811

<http://www.westcare.com/>

Womens Health

Women's Health Connection

Free breast and pelvic exam for women 40-64; for low income. Must be uninsured and no Medicaid/Medicare.

877-385-2345

http://health.nv.gov/cd_whc_breastcervical_cancer.htm

Planned Parenthood

Family planning services, birth control, pregnancy testing, sexually transmitted infection diagnosis, HIV testing, pap smears; sliding fee scale; accepts Medicaid.

455 W. 5th St., Reno, NV 89503

775-688-5555

4385 Neil Rd., #105, Reno, NV 89502

775-829-2211

www.plannedparenthood.org

Pregnancy Center

Prenatal care services on sliding fee scale, pregnancy testing; accepts Medicaid.

975 Ryland Ave. #105, Reno, NV 89502

8:00 a.m. – 5:00 p.m. (Monday – Friday)

775-982-5640

Children's Services

Children's Behavioral Services

Counseling for children with emotional or behavioral problems, preschool, outpatient, daycare, and residential services. Behavioral problems ages 2-18, insurance, Medicaid, sliding fee scale.

2655 Enterprise Rd., Reno, NV 89512

775-688-1600

Children's Cabinet

Parent education, counseling, tutoring, child care, referrals, case management and truancy.

1090 S. Rock Blvd., Reno, NV 89502

775-856-6200

www.childrencabinet.org

Community Child Care Services

Child care for infants through 3 years; sliding fee scale.

870 Sage St., Reno, NV 89512

775-333-5127

Headstart Community Services Agency

Preschool (3-5 years old) education program for children meeting low-income guidelines; childcare; no charge.

1090 E. 8th St., Reno, NV 89512

775-786-6023

Holy Child Early Learning Center (Catholic Community Services)

Daycare for children; caring environment that allows children to explore their creativity; sliding fee scale.

440 Reno Ave., Reno, NV 89509

775-329-2979

<https://ccsnn.org/>

Child Find

Washoe County School District; evaluation for children 3-5 years old with known/suspected developmental or physical abilities

775-333-5035

<http://www.washoe.k12.nv.us/>

For Kids Foundation

Financial assistance for children with specific medical, dental, mental health, educational needs not covered by other assistance.

834 Willow St. Reno, NV

775-741-5231

<http://www.forkidsfoundation.org/>

Nevada Early Intervention Services

For children up to 3 years old; addresses medical/ physical needs of developmentally delayed children; accepts Medicaid.

2667 Enterprise Rd., Reno, NV 89512

775-688-1341

[http://dhhs.nv.gov/Programs/IDEA/Early Intervention Programs/](http://dhhs.nv.gov/Programs/IDEA/Early_Intervention_Programs/)

University of Nevada, Reno

Early education and childcare for children 0-kindergarten at no cost.

401 W. 2nd St. (Nelson Bldg.), Reno, NV 89503

Willow Springs

Treatment center to help children, adolescents and families overcome psychiatric difficulties.

690 Edison Way, Reno, NV 89502

775-858-3303

<http://www.willowspringscenter.com/>

Adolescent (Teen) Services

Boys & Girls Club of Truckee Meadows

After school care; education and career development; health and life skills; sports and fitness recreation for children ages 6-18 years old

2680 E. 9th St., Reno, NV

775-331-3605

<http://www.bgctm.org/>

Center for Hope of the Sierras

Treatment for eating disorders, ages 14+.

3740 Lakeside Dr., Suite 201, Reno, NV 89509

866-690-7242

<http://centerforhopeofthesierras.crhealth.com>

Cyesis Program

For pregnant and teen parents; offers support and guidance for continuing studies.

777 W. 2nd St., Reno, NV

775-333-5150

<http://www.washoe.k12.nv.us/schools/educational-options/washoe-highschool>

Family Services

Catholic Community Services Adoption Program

Professional and caring adoption program.

500 E. 4th St., Reno, NV 89512

775-322-7073 ext. 231

<http://www.catholiccharitiesnorthernnevada.org/adopt.html>

<http://www.childrencabinet.org>

Family Resource Center

Information and referrals; food; housing resources; clothing; ESL; parenting classes. Multiple locations inside of various schools. Refer to website for locations and numbers to contact.

<http://www.washoe.k12.nv.us/community/p ress-releases/2011-02-28/familyresource-centers-provide-essential-services-for-the-community>

HAWC Clinic

Pediatric Mental Health Services, ages 5-18; accepts Medicaid, sliding fee.

775-329-3600 ext. 128

Lions Club

Eye exams and glasses for children when funds are available.

<http://www.e-clubhouse.org/sites/renohostnv/index.php>

Washoe County Child Care Services

Regulates and monitors temporary care provided to children outside of their home by caregivers other than natural parents.

350 S. Center St. #200, Reno, NV,

775-337-4470

www.washoecounty.us/socsv/socsv_childchildcare.html

Washoe County Child Protective Services

Investigation of suspected child abuse and neglect incidents; reporting child abuse; parenting classes, emergency placement for foster care, referrals.

350 S. Center St., Reno, NV 89501

775-785-8600

http://www.washoecounty.us/socsv/socsv_child_cps

Washoe High School

Community school focusing on fostering relationship between student and teacher with multi-center sites; can attend the learning center in the morning or afternoon.

Washoe County School District

Registration for school; each school has a different number for registration.

425 E. 9th St., Reno, NV 89512

775-348-0200

<http://www.washoe.k12.nv.us/>

Women & Children's Center of the Sierra (Northern Nevada Diaper Bank)

Provides education, job training, resources and referrals for women to escape poverty and work to create a better life. Referral needed to obtain diapers; hours are Friday 10 a.m. - 2 p.m.

3905 Neil Rd., Suite 2, Reno, NV 89502

775-825-7395

<http://waccs.org>

Counseling

Domestic Violence Resource Center (Formerly the Committee to Aid Abused Women/CAAW)

Counseling, resources and shelter for abused women.

1735 Vassar St., Reno, NV 89502

775-329-4150

<https://domesticviolenceresourcecenter.org>

Crisis Pregnancy Center

Pregnancy tests and counseling; support and friendship.

853 Haskell St., Reno, NV 89509

775-826-5144

<http://www.crisispregnancyreno.com/>

Kids First Family Services

Promotes development of strong and healthy families by addressing the needs of children and families victimized by trauma.

775-348-9047

<http://www.kidsfirstreno.org>

Government Services

Energy Assistance Referrals (LIHEA)

Assistance with energy costs for low-income population

1090 E. 8th St., Reno, NV 89501

775-786-6023

<http://www.needhelpayingbills.com/>

Nevada Social Security

The Social Security Administration handles several federal programs such as retirement, Medicare and disability benefits applications.

1170 Harvard Way, Reno, Nevada 89502

888-808-5481 or 800-772-1213

<http://www.ssa.gov/>

<http://www.socialsecurityofficelocation.net/reno-nevada-social-security-office-so840>

Nevada State Medicaid

Provides financial assistance to children deprived of support (TANF); medical assistance to aged, blind and disabled; food stamps

775-684-7200

<http://www.medicaid.nv.gov/contactinfo.aspx>

Nevada State Welfare

775-448-5000

3697 Kings Row, Suite D, Reno, NV 89503

<https://dwss.nv.gov/>

Northern Nevada Community Housing Resource Board

NNCHRB is a nonprofit Community Housing Development Organization (CHDO), which allowed it to develop, own, and manage affordable housing units.

P.O. Box 20604, Reno, NV
775-337-9155

Reno Housing Authority

Assistance to low- and moderate-income families.

1400 Silverada Blvd. Reno, NV 89512
775-331-5138
<http://www.renoha.org/>

Restart Homeless Service Center

Provides services to homeless individuals/families; crisis intervention, housing, mental health support; JOIN (jobs)
335 Record St., Reno, NV 89501
775-324-5166

Supplemental Nutrition Assistance Program (SNAP)

SNAP Benefits can help a family make ends meet by providing help purchasing food.
3697 Kings Row, Reno, NV, 8950;
775-684-7200
680 S. Rock Blvd., Reno, NV 89502, 8:00 a.m. to 5:00 p.m.
<http://dwss.nv.gov/>
<http://fbnn.org/howwework/snapoutreach.aspx>

Temporary Assistance for Needy Families (TANF)

TANF was created to help families in need. The TANF bureau works with families to help them become self-sufficient. Applications can be filled out at the Welfare office.
<https://dwss.nv.gov/TANFFacts.html>

Washoe County Department of Social Services

Adult Services
1001 E. 9th St., Building C, Room 135-C,
Reno, NV 89520
775-328-2700

Children's Services
350 S. Center St., Reno, NV 89502
775-785-8600
<http://www.washoecounty.us/socsvr>

Washoe Legal Service

Landlord, tenant, consumer issues, bankruptcy, divorce with domestic violence, child custody with child abuse. Washoe County resident and low-income. No charge if eligible.
650 Tahoe St., Reno, NV 89509
775-329-2727

Division of Aging Services (NV State Department Human Resources)

Elder protective services, 60+, TAD program referral (Temporary Assistance for Displaced Seniors); after hours, Crisis Call Center. Personal care and homemaking services, 65+. Low income Elder Protective Services: Investigation and reporting of elder abuse, 60+; senior resource referral and information; community ombudsman. Low income.
445 Apple St., Ste. 104, Reno, NV 89502
775-688-2964
<http://www.nvaging.net/>

Family Counseling Service of No. Nevada Abuse

Sexual and stop violence programs. Accept Medicare, Medicaid, insurance, and has sliding fee scale.
575 E. Plumb Ln., #100 Reno, NV 89502
775-329-0623
<http://www.fcsnv.org/>

Nevada Network Against Domestic Violence (NNADV)

Coalition of Nevada Domestic Programs provides referrals.
100 W. Grove St., Ste. 315, Reno, NV 89509
775-828-1115
<http://www.nnadv.org/>

Washoe County Social Services

Child Protective Services

Contact to report abuse or neglect of children. Emergency placement for foster care.

775-785-8600

http://www.washoecounty.us/socsv/socsv_child_cps

Adult Protective Services

Contact to report abuse or neglect of adults 18 to 59 years old and Washoe County Senior Services) (60+ or after hours, call Division of Aging Services 775-688-2964 and Washoe County Senior Services 775-328-2590)

http://www.washoecounty.us/socsv/socsv_adult_hcap_aps.html

Washoe County Senior Services

Contact for information and referral for elder protective services 60+.

775-328-2590

After Hours, call Crisis Call Center 775-784-8090 or 800-992-5757

<http://www.washoecounty.us/seniorsrv/socialsrv.htm>

Catholic Charities of Northern Nevada

500 E. 4th St., Reno, NV 89512

775-322-7073

www.ccsnn.org

Food Bank of Northern Nevada

500 Italy Dr., McCarran, NV 89434

775-331-3663

<http://fbnn.org/getinvolved/volunteer.aspx>

Good Shepard's Clothing Closet

Clothing is distributed free of charge to those in need on a voucher system. They accept all donations, especially men's clothing and large shoes.

335 Record St., Reno, NV 89501

775-348-0605

Reno-Sparks Gospel Mission

1075 N. Hills Blvd., Reno, NV 89506

775-677-2266

<http://www.rsgm.org/>

Volunteers of America

This organization currently operates the men's, women's, and family shelters at the Community Assistance Center on Record St.

315 Record St., #200, Reno, NV 89501

775-322-7143

<http://www.voa.org/Landing.aspx>

For additional volunteer opportunities visit:

Volunteers interested in feeding non-sheltered individuals can contact Jodi Royal-Goodwin at (775) 334-2305 or by email at royal-goodwinj@reno.gov or Krista Lee at 775-785-5853 or leek@cityofreno.com.

www.nevadavolunteers.org

Retired and Senior Volunteer Program (RSVP)

The Retired and Senior Volunteer Program (RSVP) fosters greater civic engagement for citizens aged 55 and older by providing meaningful opportunities for volunteering in their communities, and by providing high impact independent living programs for low-income and home-bound seniors to assist them in staying independent and in their own homes as long as possible.

Center for Molecular Medicine (Whittemore Peterson Institute Section)

University of Nevada-Reno Reno NV 89509

775-784-1807

Senior Outreach Services (SOS)

The Senior Outreach Services (SOS) program, founded in 2002, provides support to Washoe County's most vulnerable elders through trained volunteers that help them to "Age in Place" and allow them to stay in their homes as long as possible. These seniors are 60 years and older, frail, homebound, low income, and in need of a friend.

Sina Ward, Senior Outreach Services Director at 775-784-7506.

The Senior Companion Program

Consists of volunteers 55 years and older and provides basic social support to seniors over the age of 60 who live alone (or are in need of respite care), have limited access to outside resources, and who will benefit most from social support such as visiting, playing

games, assisting with accessing supportive resources, etc. Services may include taking clients to medical appointments, grocery shopping and other relevant errands where transportation reimbursement funding permits. This program is also a Senior Corps Program and is sponsored by the Corporation for National and Community Service and the State of Nevada's Aging and Disability Services Division.

The Elvrita Lewis Respite Voucher Program

Grant-funded respite voucher service to live-in caregivers who are in need of a break. For those who qualify, a voucher of \$1000 may be available. Those served are 1) caregivers over the age of 60 who care for live-in adult children, 18 - 59 years of age, who need assistance in most activities of daily living and are a safety risk if left alone, and live-in caregivers of those over the age of 60 who need assistance in most activities of daily living and are a safety risk if left alone. This program is sponsored by the State of Nevada Aging and Disability Services Division. Qualifications and restrictions apply.

Med Express

Med Express is a non-emergency transportation service for the elderly and disabled needing wheelchair and/or ambulatory transportation. Med Express will also provide assistance for discharges from local hospitals and provide bed to bed services. Our vehicles are equipped with oxygen for customers to use (fee applicable) and a wheel chair lift, experienced and dedicated drivers. Med Express is covered by Medicaid, HPN insurances and Private pay for all others.

Assisted Living Communities

ATRIA Summit Ridge Assisted Living

Scheduled local transportation – Local scheduled transportation is available to residents for medical appointments, shopping, religious services and other desired local destinations.

4880 Summit Ridge Dr., Reno NV 89523

Cascades of Sierras

Senior living and scheduled transportation services.

275 Neighborhood Way, Spanish Springs, NV 89441

775-424-5400

<https://www.cascadesofthesierra.com/>

Emeritus at The Seasons

Can help with transportation to doctor appointments

5165 Summit Ridge Ct., Reno, NV 89523

775-996-4985

Emeritus at Reno

3105 Plumas St., Reno, NV 89509

775-996-4986

Home Instead Senior Care

205 Redfield Pkwy., Ste. 204, Reno, NV 89509

775-336-5333

Home Away From Home

1235 Glenda Way, Reno, NV 89509

775-827-6880

Holiday Retirement

1520 Sky Valley Dr., Reno, NV 89523

800-348-3919

Limestoneshire Group Home

7474 Limestone Dr., Reno, NV 89511

775-852-5870

Mar-Von Senior Care

300 La Rue Ave., Reno, NV 89509

775-323-4696

Monaco Ridge

Monaco Ridge is located in south Reno at Renown South Meadows Medical Center Transportation to all scheduled activities

Park Place Assisted Living

2305 Ives Ct, Reno, NV 89503

775-746-1188

Promenade On the River

525 Court St, Reno, NV 89501

775-786-8853

[View Crest Adult Living](#)

3921 Kings Row, Reno, NV 89503
775-747-3416

[Wynwood of Sparks](#)

Our trained transportation staff offers scheduled, door-to-door services for personal appointments, shopping and off-site dining.

2000 East Prater Way, Sparks, NV 89434-8943

Employment Services

[Nevada Job Connect](#)

Resource center for job placement.

4001 S. Virginia St., Ste H1, Reno, NV 89502
775-834-1970

1675 E. Prater Way, #104, Sparks, NV
775-336-5400

<http://www.nevadajobconnect.com/>

[Sierra Nevada Job Corps](#)

Job Corps is a no-cost education and career technical training program administered by U.S. Department of Labor that helps young people ages 16 through 24 improve the quality of their lives through career technical and academic training. The Job Corps program is authorized by Title I-C of the Workforce Investment Act of 1998. Nevada Job Corps Center, we support the Job Corps program's mission of teaching eligible young people the skills they need to become employable and independent and placing them in meaningful jobs or further education. Sierra Nevada Job Corps Center is overseen by the San Francisco Regional Office of Job Corps and is operated by Management and Training Corporation. Our Center Director is Kenneth Dugan.

Regional Transportation Commission Services

[RTC ACCESS](#)

RTC ACCESS provides transportation for people whose disabilities prevent them from using the RTC RIDE transit system

independently some or all of the time. RTC ACCESS is door-to-door, prescheduled transportation which operates in the Reno/Sparks area 24 hours a day, every day.

[Washoe Senior Ride \(WSR\)](#)

Washoe Senior Ride (WSR) is a program of discount vouchers ("Taxi Bucks") that can be used to pay part of taxi fares and tips. WSR is a service of the Regional Transportation Commission (RTC) and is funded by the Washoe County sales tax for public transportation.

[Non-Urbanized Transportation](#)

Non-Urbanized Transportation Program provides transportation for senior citizens and/or persons with disabilities who are in those areas of Washoe County outside the RTC ACCESS/RTC RIDE service boundaries. Transportation services are available to all eligible senior citizens and/or individuals with disabilities within the applicant's service area. This program complies with all applicable transportation provisions of the Americans with Disabilities Act (ADA).



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 7.1

TO: Regional Transportation Commission

FROM: Bill Thomas, AICP^{BT}
Executive Director

SUBJECT: Director's Report

Monthly verbal update/messages from RTC Executive Director Bill Thomas – *no action will be taken on this item.*



REGIONAL TRANSPORTATION COMMISSION

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Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 7.2

TO: Regional Transportation Commission

FROM: Bill Thomas, AICP^{BT}
Executive Director

SUBJECT: Federal Report

Monthly update/messages from RTC Executive Director Bill Thomas – *no action will be taken on this item.*

Federal Update for RTC of Washoe County
Prepared by Cardinal Infrastructure and Thompson Coburn
December 18, 2020 Board Meeting
Prepared December 16, 2020

Appropriations and COVID-19 Relief

On December 9th, the House passed a one-week continuing resolution (CR) to continue to fund the federal government at Fiscal Year (FY) 2020 funding levels through December 18th. On December 11th, the Senate passed and the President signed a CR through December 18th, avoiding a federal shutdown and allowing additional time to negotiate passage of an omnibus appropriations bill alongside a COVID-19 relief measure.

With the CR, Congress now has until December 18th at 11:59 pm ET to either pass appropriations for the remainder of FY 2021 or pass a third CR using funding levels in the enacted FY 2020 appropriations. Senate Majority Leader McConnell (R-KY) and House Speaker Pelosi (D-CA) have both reiterated that they want to pass a FY 2021 omnibus appropriations package, rather than passing a third CR, which would also contain a COVID relief package. Things are still fluid and we could see an agreement on an omnibus in the next day or so.

On December 1st, the bipartisan House Problem Solvers Caucus, along with a bipartisan Senate coalition, released a four-month \$908 billion COVID-19 emergency relief funding framework. The framework included:

- State, Local, and Tribal Governments - \$160 billion
- Additional Unemployment Insurance (UI) - \$180 billion
- Paycheck Protection Program (PPP) including restaurants, stages, and deductibility - \$288 billion
- CDFI/MDI Community Lender Support - \$12 billion
- Transportation (Airlines, Airports, Buses, Transit and Amtrak) - \$45 billion
- Vaccine Development and Distribution and Testing and Tracing - \$16 billion
- Healthcare Provider Relief Fund - \$35 billion
- Education Funding - \$82 billion
- Student Loans - \$4 billion
- Housing Assistance (Rental) - \$25 billion
- Nutrition/Agriculture - \$26 billion
- U.S. Postal Service - \$10 billion
- Child Care - \$10 billion
- Dedicated Broadband Funding - \$10 billion
- Opioid Funding - \$5 billion

The prospect of attaching the \$908 billion relief bill to the appropriations package seems less certain given ongoing disagreements. Therefore, it is being proposed as two separate packages - 1) \$748 billion package which includes much of the bipartisan funding provisions (including \$15 billion for transit), and 2) a \$160 billion package that includes the state and local funding along with the limited legal liability reform for COVID related claims.

Generally, of the \$15 billion for transit:

- \$13.27 billion for Urbanized Area Formula Grants and State of Good Repair Grants
- \$628.43 million for grants to eligible recipients or subrecipients, "that, as a result of coronavirus, require additional assistance to maintain operations."
- \$100 million under Enhanced Mobility of Seniors & People with Disabilities program
- \$1 billion under 5311 - Formula Grants for Rural Areas

The \$628.43 million are to be administered under FTA Public Transportation Emergency Relief Program, with the federal share of costs for grants to be up to 100%. A notice of funding opportunity is to be issued within 60 days of the bill becoming law. Grant applications must include "estimates of financial need, data on reduced ridership, and a spending plan for funds." Priority is to be given to agencies in urbanized areas that receive less than 100% of their 2018 operating expenses from funds appropriated in this bill and combined with CARES Act funding.

Congressional leaders are continuing their negotiations with Treasury Secretary Mnuchin. While there had been a counterproposal from the White House, given the latest developments of splitting state and local funding from the larger package, it is possible the President would be more inclined to sign the \$748 billion bill.

Biden Transition

President-elect Biden announced the selection of Pete Buttigieg, former Mayor of South Bend, Indiana and presidential candidate, as Transportation Secretary. Mayor Buttigieg issued an \$1 trillion infrastructure plan during his campaign that called for doubling the BUILD program to \$2 billion, replacing the gas tax with a vehicle miles traveled fee, and increasing funding for transit, passenger rail, and electric vehicles.

The agency review team for the incoming Biden Administration transition were announced on November 10th. The Department of Transportation transition team is being led by Phillip Washington, CEO of Los Angeles County Metropolitan Transportation Authority (LA Metro). Agency review team members also include:

- Dave Barnett, United Association of Plumbers and Pipefitters of the US and Canada
- Austin Brown, University of California, Davis
- David Cameron, International Brotherhood of Teamsters
- Florence Chen, Generate
- Brendan Danaher, Transport Workers Union of America, AFL-CIO
- Paul Kincaid, The Association of Former Members of Congress
- Gabe Klein, Cityfi
- Jeff Marootian, District of Columbia Department of Transportation
- Therese McMillan, San Francisco Metropolitan Transportation Commission
- Brad Mims, Conference of Minority Transportation Officials
- Robert Molofsky, Self-employed [General Counsel to ATU]
- Patty Monahan, California Energy Commission
- Mario Rodriguez, Indianapolis Airport Authority
- Mike Rodriguez, Texas A&M University System (Retired)
- Nairi Tashjian, Hourdajian Figma
- Polly Trottenberg, New York City Department of Transportation
- Vinn White, State of New Jersey

LA Metro had slides included in its Board meeting concerning advocacy for the incoming 117th Congress and Biden Administration. The document notes that:

1. The Biden Administration will submit its FY 2022 Budget late to Congress, in March or April. This is likely due to needing additional time to sort out what was done under President Trump, what needs undoing, and what should be addressed to meet the new Administration's priorities.
2. The document refers to LA Metro's federal priorities, which includes \$3.5 billion for the Capital Investment Grant program. This number is consistent with the House-passed surface transportation reauthorization bill, the INVEST in America Act.
3. For the surface transportation reauthorization bill, LA Metro refers to its Rebuilding America Initiative which includes:

- a. Endorsing as long as two decades long reauthorization, rather than the more standard five or six years.
- b. Increasing the federal gas tax by 25 cents at increments of 5 cents per year.
- c. Proposing America Fast Forward Transportation Bonds - dramatically increasing the TIFIA loan program with a longer maturity timeline and expanding taxes that the credit could be offset against.
- d. Expanding and reforming the Projects of National and Regional Significance program.
- e. Increasing support for workforce development programs (formula and discretionary)

APTA Transition Team Meeting

Senior APTA staff met with members of the U.S. DOT transition team for the incoming Biden Administration. APTA provided the transition team a memo on its key legislative, policy, and regulatory public transportation priorities; including, \$32 billion for COVID-19 emergency public transit funding, use of the FTA's Emergency Relief Authority, and enactment of a long-term surface transportation authorization act.

APTA urged that the \$32 billion in emergency supplemental funding for transit be distributed via the FTA Emergency Relief and formula grant programs, with funds being available for both operating and capital expenses at 100% federal share. The memo also requested that the Biden Administration revise or rescind policies that adversely affect public transit; including the 2018 FTA 'Dear Colleague' on changes to the Capital Investment Grant program, Presidential Memorandum on "Anarchist Jurisdictions," and providing at least one-third of BUILD grant funding to public transit or passenger rail.

APTA's memo also encourages the prioritization of public transit workers for Phase 1 of the COVID-19 Vaccine Distribution Plan, and requests the incoming Administration to rescind the Federal Emergency Management Agency New Interim Policy concerning the Public Assistance Program, which eliminates the ability for public transit to seek reimbursement for COVID-19 related expenses.

Automated Driving Regulations

The National Highway Traffic Safety Administration (NHTSA) issued an advance notice of proposed rulemaking (ANPRM), "Framework for Automated Driving System Safety." NHTSA is the lead agency on developing a framework for oversight and regulation of automated and autonomous vehicles. While FTA does not administer the Federal Motor Vehicle Safety Standards (FMVSS), all new buses must meet applicable standards and manufacturers must certify compliance in bus purchases. FTA will continue to work with NHTSA as amended or new standards and regulations on vehicle safety and automation are introduced.

This would lay the groundwork for what will be future regulation and oversight. The ANPRM notes, "This framework could involve a range of actions by NHTSA, including guidance documents addressing best industry practices, providing information to consumers, and describing different approaches to research and summarizing the results of research, as well as more formal regulation, from rules requiring reporting and disclosure of information to the adoption of ADS-specific FMVSS."



REGIONAL TRANSPORTATION COMMISSION

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Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 7.3

TO: Regional Transportation Commission

FROM: Kristina Swallow, Director NDOT

SUBJECT: Nevada Department of Transportation

Monthly verbal update/messages from NDOT Director Kristina Swallow – *no action will be taken on this item.*



REGIONAL TRANSPORTATION COMMISSION

Metropolitan Planning • Public Transportation & Operations • Engineering & Construction

Metropolitan Planning Organization of Washoe County, Nevada

December 18, 2020

AGENDA ITEM 8

TO: Regional Transportation Commission

FROM:

A handwritten signature in black ink, appearing to be "Bill Thomas", is written over a horizontal line.

Bill Thomas, AICP
Executive Director

SUBJECT: Public Input

This agenda item allows the public the opportunity to provide information on topics within the jurisdiction of the Regional Transportation Commission (RTC). Any person wishing to wait to provide public comment on a specific agenda item should indicate that item number on the “comment” card. The RTC Chair reserves the right to take all public comment during Public Input. Individuals addressing the Board during the Public Input portion of the meeting will be limited to three minutes total. However, an individual acting as a spokesperson for a group of individuals may request additional time. Individuals are expected to provide public input in a professional and constructive manner.